

Council for the Advancement of Forensic Genealogy

Thank you for your interest in CAFG.

CAFG recognizes there will be many potential members who are new to the field of forensic genealogy – which has gained wide spread recognition in the past few years.

There are four levels of membership. All levels have minimum qualifications for education and experience.

Along with the following CAFG application, applicants submit their resume, a statement of why you want to be a forensic genealogist (300 words or less), and a work sample (30 pages or less). The membership committee will peer review all applications. The application must demonstrate genealogical education, training, and experience. The work sample must demonstrate competency and adherence to current professional standards.

Applicants must meet the qualifications for Mentor, Associate or Junior as specified below. No new applicants may enter at the level of Senior. Junior is the highest level a new member may enter. Those entering at the Mentor level will not have their name displayed on the CAFG website directory until such time they have submitted a report, gained additional experience, and been accepted at the level of Associate.

Levels and Requirements	Peer Mentor Program	Associate	Junior	Senior	Credential
2 years working as professional genealogist	Yes	Yes	Yes	Yes	Yes
Cumulative education hours to join	25	50	75	100	120
Hours of forensic genealogy work** (including pro-bono)	50	100	500	750	1000
Pro-bono hours allowed	25	50	250	250	250
Report accepted	Yes	Yes	Yes	Yes	Yes
Affidavit accepted	No	No	No	Yes	Yes
<i>Reports and affidavits must have been performed and completed within the past 5 years.</i>					
<i>**Not your own family or document pulls. It must be a case with legal implications.</i>					

Dues and Requirements of All Members

Membership dues are currently \$110. All members have the same renewal date of June 1st of each year. If a member joins on a date other than June 1st their first year's dues will be prorated. Dues are not required until an applicant is approved for membership.

All CAFG members are required to complete at least 15 hours of continuing education annually. These hours must be reported on CAFG's reporting spreadsheet (may be downloaded from CAFG's website in the members area) and submitted with annual membership renewals and dues.

10 annual volunteer hours to CAFG by serving on a committee or other volunteer opportunities that may be offered.

To apply to advance to a higher level of membership must include a new well-written, source-cited forensic genealogical research report reflecting the knowledge, experience, and professionalism expected at each successive level.

Please return the application to Helen@HaldemanResearchServices.com

We look forward to receiving your application and welcoming you to CAFG.

CAFG Board of Directors

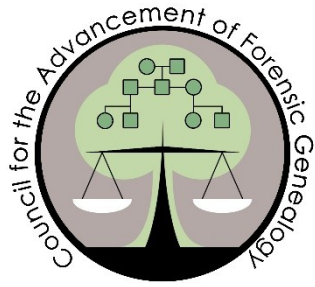
Helen Haldeman Daglas, President

Dee Dee King, Vice President

Charles McGee, Secretary

Juli Whitaker, Treasurer

Wanda Smith



Print

Membership Application

How did you hear about us?

Personal Information

Use this info to contact me

Name

Address

City

State

Zip

Country

Phone

Email

Business Information

Use this info to contact me

Name

Address

City

State

Zip

Country

Phone

Email

Genealogical Credentials

Board for Certification of Genealogists (BCG)[™]

Certificate no.

Date

Expires

International Commission for the Accreditation of Professional Genealogists

Accreditation Type

Date

Accreditation Type

Date

General Education

College/Degree	<input type="text"/>
College/Degree	<input type="text"/>
College/Degree	<input type="text"/>

Experience

Describe Your Business – check one

- Take some paying clients, but not on a regular basis
- I have other employment and my genealogy business is part-time
- My business is approaching full-time, but not quite there yet
- I work full-time in my genealogy business
- I work full-time for a genealogy company

Describe the Nature of Your Practice

Percent of family history research	<input type="text"/>	Percent lineage society applications	<input type="text"/>
Percent other specialty	<input type="text"/>	Percent forensic work	<input type="text"/>
Billable hours (past two years)	<input type="text"/>	How many billable forensic hours?	<input type="text"/>
Pro-bono forensic hours	<input type="text"/>	How many hours successful cases?	<input type="text"/>

If you have had any cases in which your report was challenged, describe the outcome below (attach pages as needed):

List states and/or jurisdictions which you have written reports for (attach pages if needed):

Describe your forensic genealogical experience (attach pages needed):

Genealogical Education

There are many genealogical courses that have been approved, too numerous to list. Please provide the date completed for the courses listed.

Institutes / Certificates / Study Groups	Date Completed
CAFG Foundations	
CAFG Advanced	
CAFG Master Practicum	
CAFG Genetic Genealogy	
BU Genealogical Research Certificate	
BYU Certificate	
Gen-Fed (NIGR)	
IGHR Advanced Methodology and Evidence	
IGHR Genealogy as a Profession	
National Institute for Genealogical Studies certificate	
NGS Becoming a Professional Genealogist	
ProGen Study Group (19 months)	
SLIG Advanced Genealogical Methods	
SLIG Advanced Evidence Analysis	

Additional courses may be listed in the box below, please include the date or year completed.

FAQ – Client Research Report

The report should represent your professional work, using the Genealogical Proof Standard with all sources properly cited to the standards set out in Elizabeth Shown Mills' *Evidence Explained: Citing History Sources from Artifacts to Cyberspace*. The body of the report should be at least three pages long, with the complete report totaling no more than 30 pages, including exhibits.

If the report is over 30 pages you may choose a sampling of exhibits that represent the variety of the types of documents used in your report.

Additional Instructions

The membership application is one part of your application packet. Please send the application and client report in to membership@forensicgenealogy.org.

Application Checklist

Completed application and signed	
Resume (not more than 3 pages)	
Client report, preferably forensic, not more than 30 pages, including a sampling of the attachments.	
Signed Standards of Practice and Conduct	
Statement of why you want to be a forensic genealogist	
Application in one PDF with Client report	

I have never pled guilty to or been convicted of a felony (or explain below).

The representations made in this membership application are true to the best of my knowledge and I have not knowingly made any misrepresentations and that I agree to CAFG's Standards of Practice and Conduct and CAFG's membership requirements.

Signature

Date

Please sign and date the bottom of this page

Standards of Practice and Conduct

As a member of the Council for the Advancement of Forensic Genealogy, I agree to support the mission and vision of the organization and to adhere to these Standards of Practice and Conduct:

1. Not take a forensic genealogy case on a speculative, contingent, percentage, or outcome-based fee agreement as many jurisdictions have found this constitutes a conflict of interest;
2. Not recruit beneficiaries or heirs for my own business, for other firms, or for attorneys;
3. Strive for the highest level of professional and ethical conduct;
4. To not act in any manner detrimental to the reputation and business interests of CAFG, its members, or the FGC(SM) credential;
5. Strive for the highest level of truth and accuracy in all phases of my work, including but not limited to client relations advertising, fees and payments, and representation of my experience, education, and credentials;
6. Act in the best interest of my Client;
7. Undertake Client work only upon completion of a written agreement, client contract, or retention agreement which expresses in sufficient detail the scope of the project, fees and charges, deadlines, and other pertinent details;
8. As far as legally and reasonably possible, I will protect the privacy of my Client and that of living people discovered in my research or named in my reports;
9. Provide factual reports supported by documentation and complete source citations in accordance with currently accepted standards of the profession, insofar as they do not conflict with applicable law or the rules of evidence that apply to the forensic matters that I handle, giving proper credit to those from whom I receive information;
10. Present opinions that are reasonably based on the proper types of evidence, reached through sound deductive processes, and presented in rational form;
11. Refrain from withholding or suppressing information that may be of interest to my Client or affect the outcome of a project;
12. Not knowingly violate copyright or other local, state, or federal laws;
13. Comply with all federal, state, and local business licensing and reporting requirements.

Members are expected to serve on a committee and to invest a minimum of 10 hours volunteer service annually to service annually in the progress of CAFG.

By signing is my agreement to adhere to this and the Standards of Practice and Conduct.

Signature

Date

Membership Levels and Requirements

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