

ARIZONA ASSOCIATION OF CHIEFS OF POLICE

A.C.E. Accredited Chief/Command Executive Certification Program

“Recognizing Professional Excellence”



Brochure and Application

The Core Mission of the Arizona Association of Chiefs of Police (AACOP) through their Arizona Law Enforcement Accreditation Program (ALEAP) is to promote and enhance the highest ethical and professional standards in law enforcement at all agency levels throughout Arizona. Key among these tenets are; leadership, learning, vision, knowledge, ideas, influence and relationships. ALEAP stresses the importance of enhancing the abilities, intelligence and initiative of our members, member leaders and partners through establishing standards.

To that end, the ALEAP Accredited Command Executive (ACE) and Accredited Chief Executive-Advanced (ACE-ADVANCED) Certification Programs directly encourages Arizona's Law Enforcement Executives to attain sanctioned benchmarks in pursuit of a recommended standard for police leadership that are measurable and attainable. By offering proof of these standards to the ALEAP Commission, individual police leaders can attain ALEAP Accredited Command Executive (ACE) or Accredited Chief Executive-Advanced (ACE-ADVANCED) Certification status.

In compliance with our previously stated principles, the ACE and ACE-ADVANCED Certification Programs will quantify necessary proofs and award individual leadership accredited status based on those appraisals. Furthermore, the ACE and ACE-ADVANCED Certification Programs will promote and encourage continued education through Re-Certification Program requirements.

PURPOSE: The purpose of this brochure is to clearly explain the ACE and ACE-ADVANCED Certification Programs and demonstrate why participation in the program is strongly encouraged and beneficial. Additionally, this brochure will clearly express the requirements necessary for all valid applicants for each program type available. Finally, the directive will explain the process by which Chiefs and Command executives will be awarded the ACE or ACE-ADVANCED Certification designations.

POLICY: It is the policy of the Arizona Association of Chiefs of Police to promote professional competence, continued education and career development among all members of law enforcement and in particularly amongst our leaders. In order to achieve this goal, AACOP encourages current, future and retired chiefs and police executives to participate in the ACE Certification Program.

DEFINITIONS:

Accreditation - Is the term used to recognize program performance and outcomes, thus motivating program enrollees to comply with standards.

ACE Certification - Accredited Command Executive Certification Program – Open to Command Officers

ACE-ADVANCED Certification – Accredited Chief Executive Certification Program – Open to Chief Executive Officers

Chief (Or Chief Executive Officer) - The title used within this program to describe the top officer of a law enforcement agency, sheriff's office, department, organization, etc.

Command Officer - The title used within this program to describe officers within ranks from Lieutenant to Deputy Chief, or in some agencies a Sergeant with administrative tasks and authority typically assigned to higher ranking staff and as determined and approved by the ALEAP Commission on an individual basis. Having the authority to command. To have control or authority over; rule or authoritative influence over.

Certification - Is the term used to recognize the expertise of qualified individual law enforcement executives where by enhancing the credibility and prestige of the leadership within the profession.

Executive - Senior manager within an organization.

PRODEDURE:

I. CERTIFICATION PROGRAMS

- A. Initial Certification Program – ACE Certification/ACE-ADVANCED Certification
- B. Re-Certification Program – ACE Re-Certification/ACE-ADVANCED Re-Certification

II. INITIAL CERTIFICATION PROGRAM REQUIREMENTS AND ELIGIBILITY

A. Accredited Command Executive (ACE) - Certification Requirements and Eligibility. Certification period will be based on the remainder of the year of the initial certification plus 3 years. All applicants must meet the criteria identified below in order to obtain ACE Certification.

1. Academic Achievement Standards

- a. Must have graduated with a Bachelor’s Degree from an Accredited Academic Institution. (Proof of Degree) or;
- b. Must have achieved an Associate’s Degree from an Accredited Academic Institution plus must have attended at least three (3) additional Executive Level or Advanced Police Leadership training courses required in II.A.3 below. (Proof of Degree)

2. Command Experience -

- a. Command Officers seeking ALEAP ACE Certification must have experience serving at the rank of Lieutenant (equivalent) or higher for a minimum of two (2) years or must be assigned as a Sergeant with command responsibilities (as individually determined by the ALEAP Commission) at their current police agency for a minimum of two (2) years.

3. Executive Level Training and AACOP Membership -

- a. Candidates seeking an ALEAP ACE Certification must have attended at least two (2) of the Executive Level or Advanced Police Leadership Training listed below, unless subject to the provisions of II.A.1.b (above) (Proof of Training Certificates)
 - FBI National Academy
 - FBI LEEDS
 - Northwestern University Executive Management Program
 - Northwestern University SPSC Program
 - Northwestern University SPP Program
 - Naval Post-Graduate School

- Senior Management Institute for Police – PERF SMIP
- Southern Police Institute (SPI) Command Development Course
- Claremont University Executive Leadership Institute
- Police Executive Leadership Institute – Major Cities Chiefs
- ALEAP Accreditation Manager
- ALEAP Accreditation Assessor
- Other training approved by the ALEAP Commission

b. Candidates seeking an ALEAP ACE Certification must successfully complete the Arizona POST Executive Leadership Program (ELP) (Proof of Training Certificates)

c. Candidates seeking an ALEAP ACE Certification must be an AACOP Active Member. (Proof of Membership)

B. Accredited Chief Executive - Advanced (ACE-ADVANCED) – Certification Requirements and Eligibility. Certification period will be based on the remainder of the year of the initial certification plus 3 years. All applicants must meet the criteria identified below in order to obtain ACE Certification.

1. Advanced Academic Achievement Standards -

- a. Chiefs must have a Master's Degree from an Accredited Academic Institution. (Proof of Degree) or;
- b. The Chief of Police must have a Bachelor's Degree from an Accredited Academic Institution and must have attended at least three (3) additional Executive Level or Advanced Police Leadership training courses required in II.B.3 below. (Proof of Degree)

2. Chief of Police Experience -

- a. Chiefs seeking ALEAP ACE-ADVANCED Certification must have a minimum of one year experience serving as a Chief of Police. (Proof of Appointment)

3. Executive Level Training and AACOP Membership -

- a. Chiefs seeking ALEAP ACE-ADVANCED Certification must have attended at least two (2) of the Executive Level or Advanced Police Leadership training courses listed below, unless subject to the provisions of II.B.1.b (above) (Proof of Training Certificates)

- FBI National Academy
- FBI LEEDS
- Northwestern University Executive Management Program
- Northwestern University SPSC Program
- Northwestern University SPP Program
- Naval Post-Graduate School
- Senior Management Institute for Police – PERF SMIP

- Southern Police Institute (SPI) Command Development
- Claremont University Executive Leadership Institute
- Police Executive Leadership Institute – Major Cities Chiefs
- ALEAP Accreditation Manager
- ALEAP Accreditation Assessor
- Other training approved by the ALEAP Commission

4. Agency Awarded Accreditation -

- a. Chiefs seeking ALEAP ACE-ADVANCED Certification must be a member of an agency that is already Accredited or must be currently pursuing Accreditation through ALEAP.

5. Regional Chiefs Associations/AACOP/IACP Executive Board or Committee Member Participation

- a. Candidates seeking ALEAP ACE-ADVANCED Certification must be an active AACOP member as well as a or former Regional Chiefs Associations/AACOP/IACP Executive Board Member or Committee Member. (Proof of Membership)

III. RE-CERTIFICATION PROGRAM REQUIREMENTS -

- A.** ALEAP ACE and ACE-ADVANCED Re-Certification Requirements - Re-Certification will be based on the below requirements for the remainder of the year of the initial certification plus 3 years.

1. AACOP Membership for ACE or ACE-ADVANCED Re-Certification -

- a. Chiefs/Commanders seeking ALEAP ACE or ACE-ADVANCED Re-Certification must maintain AACOP Active and/or Retired Membership during the entire three (3) year period preceding Re-Certification application. ACE and ACE-ADVANCED Certification expires 3 years from December 31st of the year of previous certification.

2. Continued Leadership, Continued Education and Development Requirements -

- a. Chiefs/Commanders seeking ALEAP ACE or ACE-ADVANCED Re-Certification must attend a minimum of 3 AACOP Meetings per year over a three (3) year period following initial certification or 9/12 meetings total over three years. Attendance at the AACOP Conference will be counted as two (2) meetings attended for the purpose of this calculation.

In addition, program participants will be required to participate quarterly in an ALEAP approved continuing education program provided via PowerDMS (or another similar virtual platform). The continuing education program will focus on current trends, legal advisories and other topics that are beneficial to Chiefs and Command Executives.

The program will divide training materials into quarterly modules and will deliver the training through an approved virtual learning platform.

Each quarterly topic will have an associated quiz to ensure that the delivery of the material was successful. A passing score of 80% will be required.

- b. Commanders seeking ALEAP ACE Re-Certification must attend a minimum of at least one (1) additional Executive Level or Advanced Police Leadership Training listed above in II.A.3.a (or other pre-approved programs) over a three (3) year period following initial certification (Proof of Training Certificates).

3. AACOP Annual Conference Required Special Training -

- a. Chiefs and Commanders seeking ALEAP ACE and/or ACE-ADVANCED Re-Certification must attend at least one (1) Special Training Session (Designated annually for the AACOP Conference) over a three (3) year period following initial certification. (Proof of Training Certificates)

B. ALEAP ACE-ADVANCED Re-Certification Requirements – Additional requirements for ACE-ADVANCED Re-Certification are:

1. Accreditation Maintenance

- a. Chiefs seeking ALEAP ACE-ADVANCED Re-Certification must maintain Accredited status for their agency through the ALEAP Program.

2. AACOP/IACP Executive Board or Regional Chiefs Association Member Participation

- a. Chiefs seeking ALEAP ACE-ADVANCED Re-Certification must have served on the ALEAP/IACP Executive Board or as a member of a Regional Chiefs Association Committee at least one year (1) over a three (3) year period following initial certification.

IV. APPLICATION & FEES FOR INITIAL CERTIFICATIONS -

A. Application (Appendix A) for ALEAP ACE and/or ACE-ADVANCED Certification

1. Chiefs and Commanders seeking ALEAP ACE or ACE-ADVANCED Certification must complete an online Application and submit it electronically with proofs identified in sections II(A) or II(B) depending on the program applied for.
2. A preliminary review of the application will be conducted and an e-mail will be sent Indicating eligibility.
3. **The fee for ALEAP ACE or ACE-ADVANCED Certification is \$150.00 per participant for the Application Fee and \$100.00 per participants, per year for each year Accreditation is maintained.** This fee includes an initial maintenance fee to cover Administrative, Assessment, Certificate, Awards, Challenge Coins, Pins and other

costs. In addition, the fee includes access to quarterly continuing education training modules required annually to be eligible for re-certification.

4. Payment will be acceptable via Credit/Debit Card ONLY.

V. ALEAP ACE CERTIFICATION PROGRAM COMMITTEE, COMMITTEE MEETINGS & ASSESSORS -

A. The ALEAP ACE Certification Program Committee

1. The ALEAP ACE Certification Program Committee is a standing committee of the ALEAP Commission, consisting of three members of the ALEAP Commission.

B. The ALEAP ACE Certification Program Committee Meetings

1. The ALEAP ACE Certification Program Committee will meet quarterly (either in person or virtually), prior to the ALEAP Commission meetings in January, April, July and September. The ALEAP Program Director will facilitate these meetings.

A yearly schedule of meeting dates, times and locations will be distributed to the committee in September of each year after committees have been formed.

2. The purpose of the ALEAP ACE Certification Program Committee Meetings will be to;
 - a. Review and approve or reject applications.
 - b. Approve or reject new courses and remove courses no longer deemed acceptable.
 - d. Propose, discuss and determine policy changes as needed.
 - e. Discuss general committee business.

C. The ALEAP ACE and ACE-ADVANCED Certification Program Assessment

1. The ALEAP Program Director will be responsible for review the applicants file and proofs of compliance.
2. The ALEAP Program Director will be responsible for preparing a detailed report that shall include a conclusion that explains why the applicant should or should not receive certification or re-certification.

VII. AWARDS & AWARD CEREMONY -

A. Awards

1. Applicants will be awarded the ALEAP ACE or ACE-ADVANCED Certification after a review of the application and proof of eligibility requirements.
2. Awards will take place at the next scheduled AACOP meeting after review and approval by the ACE Program Committee.

ALEAP ACE and ACE-ADVANCED Process

