





Custom Training

In addition to the Public Sector Workshop Series, we also offer workshops for individual public sector organizations. You can choose from one of our preexisting workshop topics, or we can customize course content to meet your specific learning needs.

Contact us for information on availability and workshop pricing.

Our Facilitators

Our workshops are facilitated by JSGS Executives-in-Residence, who are all accomplished and experienced former senior public servants. It's more than just theory—our facilitators use real-life examples that public servants can relate to and learn from. Read our facilitator biographies on our website here.

Registration

Registration instructions are on page 13–15 of this brochure. You can also visit our <u>Public Sector Workshop Series website</u>.

As a public servant, you need to be flexible, collaborative and well-informed about the political, legislative, and intercultural context of your work – especially given today's complex economic and social challenges. JSGS is here to help.

Whether you seek development opportunities for yourself or your team, we encourage you to explore our workshop offerings. Each Public Sector Workshop includes a challenging curriculum, localized content, and solutions driven by experience and innovation. Supported by a comprehensive competency framework and taught by former senior public servants, the Public Sector Workshop Series will help you and your team build capacity.

Certificates of Completion

JSGS offers Certificates of Completion to participants who complete 6 full days of training, including the introductory workshop, *The Role of the Public Servant*.

We have awarded certificates to over 825 public servants since 2010. For more information on the certificate, visit our website.

Each Workshop Includes

- an asynchronous pre-workshop online curriculum;
- an interactive and discussion-based live workshop (online or in person);
- a curriculum that has been developed, reviewed, and tested by experienced public sector practitioners; and,
- applied learning components, such as exercises, simulations, role playing, and case studies.

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The Art of the Briefing Note

September 3, 2025 – 9 am to 12 pm

Delivery: in person

Includes: online curriculum + 3 hour online workshop

Length: half day

Cost: \$395 (+GST & PST)

Core competencies: Connection & collaboration

(communications)

Writing a briefing note can be considered an art – it is not just a cut and dry writing exercise. This workshop provides public servants with practical and tested advice on how to write better briefing notes. You will learn about your audience and what their needs are, the why, how, and when of using briefing notes, and writing tips that will help you communicate more effectively. You will also gain experience applying this knowledge through a practical exercise.

By the end of this workshop, you will be able to:

- recognize the purpose of briefing notes as distinct from other forms of communication;
- identify the attributes of good briefing notes;
- consider your audiences' needs and adapt your briefing notes to that audience; and,
- apply tips and techniques to write better briefing notes.

Role of the Public Servant

September 4, 2025 – 9 am to 12 pm & 1 pm to 4 pm

Delivery: in person

Includes: online curriculum + 6 hour online workshop

Length: full day

Cost: \$495 (+GST & PST)

Core competencies: Evidence & strategic thinking:

policy & context knowledge

The unique role of government has a significant impact on the structure and function of government ministries, crowns, and agencies. This workshop provides an introduction to that unique role and its influence on the processes of decision making and accountability in the public sector. It also presents practical tools to use when engaging in policy design and implementation. You will also explore and address challenges to creating good policy in today's complex context.

By the end of this workshop, you will be able to:

- identify the unique role and function of government;
- distinguish between the policy cycle and other related cycles within government;
- identify policy tools and when to use them;
- recognize how the role of government affects the policy process, the role of the elected, and the role of public servants; and,
- apply these principles to provide policy advice to decision makers.





Evidenced-Based Decision Making

September 25, 2025 - 1 pm to 4 pm

Delivery: in person

Includes: online curriculum + 3 hour online workshop

Length: half day

Cost: \$395 (+GST & PST)

Core competencies explored: Evidence & strategic

thinking (statistics & data)

It goes without saying that new policies and decisions should be informed by evidence, but how do you know if the information you are looking at is accurate or based on emotion? Evidence-based decision-making requires verifiable information, often from published research and other sources. This workshop will focus on how to determine if the information you are analyzing is appropriate to use in your work. You will delve into where to look for good sources of information, evidence and policy in the real world, using the data appropriately, and how to present your information to the decision makers. Information can be gathered from existing sources or collected for specific purposes to inform policy analysis. In some cases public servants are faced with not having enough information while at other times there is a wealth of information to choose from and choosing the appropriate data is critical.

By the end of this workshop, you will be able to:

- describe the differences between evidencebased and evidence-informed policy development;
- determine where to look for verifiable and reliable information;
- assess the reliability and validity of sources of information; and,
- identify challenges in the real world of policy development and how to overcome them.





Program Measurement & Evaluation

October 2, 2025 - 9 am to 12 pm & 1 pm to 4 pm

Delivery: in person

Includes: online curriculum + 6 hour online workshop

Length: full day

Cost: \$495 (+GST & PST)

Core competencies explored: Implementation &

improvement (evaluation)

This workshop provides public servants with an introduction to the principles and purposes of program evaluation. We will teach you how to use logic models and how to identify the goals of programs, focusing on outcomes. We will discuss the merit and worth of programs and how to distinguish between program efficiency and program effectiveness, performance management, benchmarking, program review, and evaluation design. We will show you how program measurement and evaluation are used to improve program outcomes and enable programs to meet targets and achieve their purposes.

By the end of this workshop, you will be able to:

- recognize the basic elements of evaluation;
- distinguish between various evaluation types and their benefits;
- identify measures to assess the effectiveness of programs and policies;
- identify the pitfalls common to evaluation and measurement and how to avoid them; and,
- apply these principles to design and implement an evaluation strategy in your own work.



Introduction to Regulatory Compliance

October 7, 2025 – 9 am to 12 pm & 1 pm to 4 pm

Delivery: in person

Includes: online curriculum + 6 hour online workshop

Length: full day

Cost: \$495 (+GST & PST)

Core competencies explored: Implementation & improvement (evaluation) & Evidence & strategic

thinking (policy & context knowledge)

Regulatory systems in a democratic society are intended to advance the public interest of citizens' health, safety, and economic well-being, and the overall sustainability of society. This introductory workshop examines the role and benefits of regulation and regulatory policy, and explores increasingly complex regulatory environments and the challenges of achieving regulatory compliance. You will learn about the public policy basis for regulation, compliance tools, how to create a culture of compliance, and best practices for regulatory governance. Additionally you will explore the concept of 'regulatory excellence' and how you can implement principles of regulatory excellence in your own work. The workshop content is applicable to those working in a regulatory capacity, as well as organizations that are subject to regulation and striving to better understand regulatory approaches in order to achieve and maintain compliance.

By the end of this workshop, you will be able to:

- express how regulation supports public policy objectives within a democratic society;
- explain the nature and implications of increasingly complex regulatory environments;
- describe the basic functions of regulatory policy, regulatory compliance, and mechanisms that support compliance; and,
- apply best practices that support regulatory compliance, including sound governance structures, creating a culture of compliance, and implementing a risk-based regulatory approach.





Budget Process & Financial Literacy

October 15, 2025 - 9 am to 12 pm & 1 pm to 4 pm

Delivery: in person

Includes: online curriculum + 6 hour live workshop

Length: full day

Cost: \$495 (+GST & PST)

Core competency: Evidence & strategic thinking

(economics & finance)

Budget is the universal language between all areas of government. The Budget Process and Financial Literacy workshop will increase your fluency in public sector budgeting and financial management in the Government of Saskatchewan. This workshop will provide you with an understanding of the roles and responsibilities of various players in the budget process and how budget decisions are made in the public sector. We will examine the phases of the budget process, including strategic planning and decision-making; budget implementation; financial management; and budget reporting, accountability and evaluation.

By the end of this workshop, you will be able to:

- appreciate the elements of sound financial planning, management and accountability in public sector entities;
- recognize the vital role that financial considerations play in policy and program development and management; and,
- apply your knowledge of the financial planning and decision-making processes of government in your own work.

Please note that, while the majority of our workshops are aimed at a broad public sector audience, this workshop focuses on the budgeting process of the Government of Saskatchewan.



Collaborative Approaches to Wicked Problems

October 21, 2024 - 9 am to 12 pm & 1 pm to 4 pm

Delivery: in person

Includes: online curriculum + 6 hour live workshop

Length: full day

Cost: \$495 (+GST & PST)

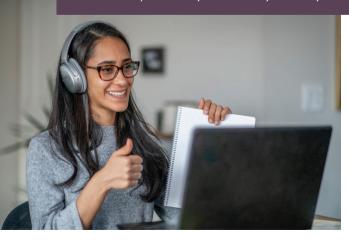
Core competencies: Connection & collaboration:

engagement

Wicked problems are complex issues, such as climate change, mental health and addictions, and poverty, which impact a diverse group of partners and interested parties and lack easily implementable solutions. This full-day workshop provides public servants with an introduction to developing policy through consensus-driven dialogue and participatory practices. It provides public servants with tools and strategies to address wicked problems in a rapidly-changing environment. You will examine various components of collaborative policy making, including skills, knowledge and strategies to develop collaborative solutions to complex public policy issues. You will also collaborate with other public servants to have meaningful discussions on how to approach wicked problems in Saskatchewan and beyond.

By the end of this workshop, you will be able to:

- describe the complexity of wicked problems and identify the factors that make them complex;
- recognize how and why to engage others in collaborative processes;
- differentiate multiple approaches to collaborative policy making;
- examine case studies and examples of collaborative approaches to wicked problems; and.
- design and apply collaborative strategies to wicked problems you face in your daily work.





Leadership Foundations

November 5, 2025 – 9 am to 12 pm & 1 pm to 4 pm

Delivery: online

Includes: LCP self assessment + online curriculum + 6

hour online workshop

Length: full day

Cost: \$495 + \$150 LCP = \$645 (+GST & PST)

Core competencies: Implementation & improvement

(leadership).

Timed for emerging, new, or mid-level leaders, this workshop will equip you with practical tips, tools, and techniques to be an effective leader. In this workshop, you will review research-based leadership best practices and different leadership styles. Included in the cost of this workshop is a personalized leadership self-assessment, which you will complete to discover your strengths and areas for improvement. In this session, you will also learn how to lead yourself, team members, and projects effectively and how to find the right balance between delegation and micro-managing. You will also learn how to action plan and keep growing to reach your full leadership potential.

By the end of this workshop, you will be able to:

- identify the characteristics of high-performing leaders:
- recognize the role of a leader in creating highperforming cultures and organizations;
- analyze the various pressures and pitfalls leaders experience;
- recognize your leadership strengths and the areas in which you can grow; and
- design and implement a leadership action plan.

Note: The \$150 fee for the pre-workshop LCP self-assessment is non-refundable.





Leadership Accelerators, Derailers and Paradoxes

November 6, 2025 - 9 am to 12 pm & 1 pm to 4 pm

Delivery: online

Includes: LADP self assessment + online curriculum +

6 hour online workshop

Length: full day

Cost: \$495 + \$150 LADP = \$645 (+GST & PST)

Core competencies explored: Implementation &

improvement (leadership)

This workshop explores the topic of leadership by examining several research-based leadership practices: leadership accelerators that are important for success, dimensions of leadership motivation, leadership derailers to avoid, and paradoxes that leaders are often expected to navigate. You will explore each of these areas and learn specific tips and tools for each of them. You'll then apply what you've learned to a case study and generate an action plan to fuel your continued leadership growth.

By the end of this workshop, you will be able to:

- describe and summarize 12 leadership accelerators, 3 motivators, 5 derailers, and 12 paradoxes;
- interpret the results of your own leadership selfassessment to identify areas of strength and growth;
- apply tips and tools to real-world examples and challenges, including those you face in your own work; and,
- develop and execute an action plan to facilitate your continued leadership development.

Note: The \$150 fee for the pre-workshop LADP self-assessment is non-refundable.

Strategic Collaboration

November 20, 2024 – 1 pm to 4 pm

Delivery: online

Includes: online curriculum + 3 hour live workshop

Length: half day

Cost: \$395 (+GST & PST)

Core competencies: Connection & collaboration:

engagement

Daniel Goleman said, "leadership is the art of persuading people to work toward a common goal" (Emotional Intelligence). To do this, leaders today must act not only as decision makers but also as mediators, subject matter experts, and role models.

This workshop assists leaders in sorting out competing expectations in order to work corroboratively to meet organizational objectives. You will explore the key principals of collaborative problem solving, including establishing and maintaining a positive culture, managing personality types, and guiding discussions to reach decisions.

By the end of this workshop, you will be able to:

- identify the key competencies for collaborative leadership;
- recognize the impact of personality types and bias on leadership outcomes;
- examine how aspects of organizational culture relate to the success or failure of collaborative efforts; and,
- apply strategies for building collaborative relationships in the workplace.



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Participant Feedback (2024-25)

- I believe the information was extremely helpful and forced all participants to think about their role as a public servant.
- I am new to government, so found it was a lot of information to take in; however I feel I have a good understanding to build on going forward.
- Excellent workshop and great facilitators.
- Valuable information and appreciated working through a real case study and hear opinions of different groups.
- This far exceeded my expectations and not only did I learn a lot, it was very interesting!
- The workshop was thoroughly impressive, and the facilitators were knowledgeable and engaging, making the complex topics accessible and interesting. I appreciate the opportunity for discussion and to ask questions because it's enriched the learning experience. Overall, it was an excellent workshop that exceeded my expectations.
- Having a panel discussion with people who bring the different aspects of the policy cycle involvement in the Ministries was useful.
- Bringing relevant examples to the training was very beneficial. Like PM's resignation the day prior to the course and Doug (Moen) and Rob's (Currie) personal stories really put colour into what can be a dry topic.
- I thought the whole workshop was very good. I
 was concerned with my almost 25 years in
 government that I may not find learn anything
 new. But I was wrong!
- The facilitator was really impressive. She was super engaging and had a ton of practical experience that she used to help teach us.



Check out our other

<u>Executive Education</u>

<u>programs</u>, <u>master's programs</u>,

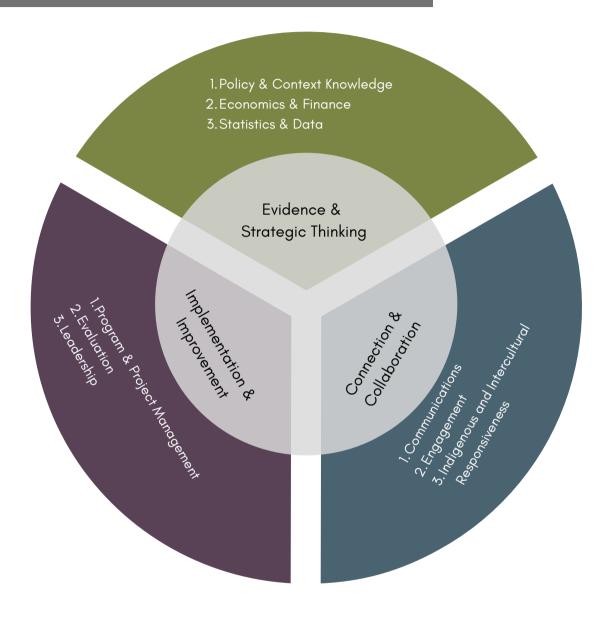
<u>master's certificates</u>, and

<u>doctoral programs</u>.

in 2025

- Governance Essentials for the Municipal Sector (GEMS) Program now open to participants.
- Leadership (EPSL) Program; set to launch in June 2025 with the program starting in September.





The Johnson Shoyama School of Public Policy has a competency framework for the skills and knowledge we want to instill in students and participants of our executive education programs. This framework is a living document that evolves as the public sector and its needs evolve. As you will see, our workshops address multiple competencies and reflect the complexity and interconnectedness of public policy and administration issues. We share this framework to assist you in preparing your own learning and development plans. If you have any questions about this information, please feel free to contact us.

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Core Competency #1: Evidence & Strategic Thinking

Policy & Context Knowledge

understands the context and background of their policy area and that building a strong knowledge base is crucial in all areas of policy

- has awareness of the history of the policy area and builds on lessons learned from the past
- has a clear understanding and working knowledge of what it means to be a civil servant and how to support ministers and government
- looks beyond the initial policy question to understand and address the real issues behind it

Economics & Finance

- works with economic advisers as an intelligent customer and commissioner of their expertise
- can perform simple analysis and use the evidence supplied to develop high-quality policy advice
- considers the importance of economic considerations and using public money effectively during policy development
- understands the financial challenges and complexities behind the funding for the policy area and makes appropriate recommendations and decisions

Statistics & Data

- understands and can apply the basic processes required to develop a sound evidence base to support policy recommendations
- commissions, understands and uses information from analysts, statisticians and social researchers to support policy design
- understands both the benefits and risks of using data
- makes effective use of experts to develop a sound evidence base to support policy recommendations

JSGS Public Sector Workshops Aligned with Core Competencies

- Comparative Public Policy
- Intergovernmental Relations
- Introduction to Access & Privacy
- Introduction to Regulatory Compliance (pg. 5)
- Legislative Processes
- Policy Development & Implementation
- Public Service: A Deeper Dive
- Strategic Thinking
- The Role of the Courts
- The Role of the Public Servant (pg. 3)
- Working with the Elected

- Behavioural Economics & Nudging
- Budget Process & Financial Literacy (pg. 5)
- Treasury Board Simulation
- Big Data & Analytics
- Evidence-Based Decision
 Making (pg. 4)
- Introduction to Access & Privacy
- Research 101 for Public Servants



Core Competency #2: Connection & Collaboration

Communications

• presents accurate, brief, clear arguments & options

- tailors communications to its use and intended audience
- is skilled in providing briefings
- uses a range of methods to communicate persuasively

Engagement

- engages and works in partnership with internal and external parties, including relevant experts
- uses a range of user-centered design tools and techniques to assess user needs
- engages effectively with intergovernmental counterparts
- recognizes the unique rights of Indigenous peoples and engages accordingly

Indigenous and Intercultural Responsiveness

- values equity, diversity, inclusion as vital to achieving excellence, innovation, and creativity in the public sector
- engages and sustains partnerships with First Nations, Métis and Inuit Peoples and their community members, Nations, and organizations
- upholds evidence-based principles for equity, diversity, and inclusion actions
- applies principles for EDI when planning and applying policy

JSGS Public Sector Workshops Aligned with Core Competencies

- Business Case Analysis
- Coaching Fundamentals
- Shaping the Narrative:
 Communicating with Media and the Public
- The ABCs of CDIs
- The Art of the Briefing Note (pg 3)
- Evidenced-Based Decision Making (pg. 4)
- Collaborative Approaches to Wicked Problems (pg. 6)
- Collaborative Policy Management
- Indigenous Engagement
- Intergovernmental Relations
- Leading Engagement
- Strategic Collaboration (pg. 7)
- Tools for Building Collaborative Partnerships
- The Role of Environmental Policy
- Working with the Non-Profit Sector

- Indigenous Economic Development
- Indigenous Engagement
- Reconciliation: Moving from Mandates to Action
- The Relationship between Indigenous and Non-Indigenous People



Core Competency #3: Implementation & Improvement

Program & Project Management

understands and can apply various Program and Project Management tools and methods to ensure successful delivery

- understands the environment in which their policy will be delivered
- delivers value for money even if not directly accountable for a budget
- understands the importance of planning and monitoring their policy development

Evaluation

- understands and uses a range of evaluation techniques
- understands the importance of varied viewpoints in policy evaluation
- understands the importance of including how outcomes will be evaluated at an early stage of policy development
- uses a range of techniques to plan and prepare for possible outcomes when their policy is implemented

Leadership

- upholds integrity and other ethical considerations in their working context
- mobilizes others to work for a shared goal
- applies strategies for promoting innovation and guiding change
- models respect for diversity

JSGS Public Sector Workshops Aligned with Core Competencies

- Business Case Analysis
- Crisis Management
- Policy Development & Implementation
- Policy Implementation
- Risk Assessment & Mitigation
- Traits & Tools for Innovation
- · Writing for Government

- Comparative Public Policy
- Introduction to Regulatory Compliance
- Learning from Failure
- Performance Outcomes
- Program Measurement & Evaluation (pg. 4)
- The Role of Environmental Policy
- Leadership Accelerators,
 Derailers, & Paradoxes (pg. 7)
- Leadership Foundations (pg. 6)
- Coaching Fundamentals
- Creating a Culture of Accountability
- Empathy
- Innovation
- Policy Lessons from COVID-19
- Ethical Challenges in the Public Service
- The Relationship between Indigenous and Non-Indigenous People
- Traits & Tools for Innovation

JSGS Workshop Information



The JSGS Public Sector Workshop Series

We are pleased to release our Fall 2025 brochure! Continuing from Winter and Spring 2025, registration is processed through the JSGS Destiny 1 system. Please read the instructions below.

Who can attend?

- Any public sector employee can attend JSGS workshops, so feel free to share this information with colleagues.
- Public sector organizations include provincial, federal, and municipal governments, crown organizations, Indigenous
 organizations and governments, universities and other educational institutions, and non-profits. If you are unsure if
 you are eligible to attend, please contact us.

Delivery

- Our fall schedule includes a blend of online and in person workshop delivery. Please read the brochure carefully so
 you know the delivery format for your preferred workshops.
- All workshops include both a live workshop (online or in person) and an online curriculum that participants must
 complete the week prior to the workshop. The online curriculum can include videos, discussion questions, applied
 exercises, assignments, pre-reading, and recorded presentations. By providing online curricula for our workshops,
 we ensure that all participants have the same foundational knowledge going into the workshop, which allows us to
 spend time on more advanced and practical topics in the live session.

In person Workshops

- In person workshops will be held at JSGS on the University of Regina's College Avenue Campus. On-site parking is available for \$2/hour, and parking instructions and further information will be sent the week prior to each workshop.
- We are not able to accommodate any participants joining those workshops virtually.

Time Commitment

- Each workshop has two components: an asynchronous pre-workshop online curriculum, and a live synchronous workshop, which is either online or in person. Participants will complete the online curriculum the week leading up to the live session, and the completion time will vary, depending on the workshop topic and participants' learning preferences.
- To improve knowledge retention and get the most out of our training, we suggest taking your time with the online curriculum and setting aside several hours to complete it.
- For a half-day workshop, the live workshop is 3 hours long, and for a full-day workshop, the live workshop is 6 hours long. Participants in 6 hours long workshops must be able to attend for the full length of time to receive credit for a full-day workshop.

Registration Fees

- Full-day workshops cost \$495 per person (+GST & PST, if applicable), and half-day workshops cost \$395 per person (+GST & PST, if applicable). *Note that these per person rates have increased from previous offerings.*
- The Leadership Foundations and the Leadership Accelerators, Derailers and Paradoxes workshops include an
 additional and non-refundable fee for a unique self-assessment, making the cost for that workshop \$645 per
 person (+GST & PST, if applicable).
 - Note that if you have to cancel from one of these workshops after paying for the assessment, you will still
 receive your assessment results.
- Registration fees are processed at the time of registration, and cancellations will be refunded in accordance with our cancellation policy, outlined on the next page.

JSGS Registration Information



Registration Launch

Registration for the Fall 2025 workshops will open on the JSGS website on June 3, 2025 @ 1 pm. As many of our workshops fill up quickly, we encourage you to register as soon as registration opens to avoid disappointment. Direct registration links will be sent to the JSGS Executive Education mailchimp list the morning of the registration launch and posted on our website. Supervisor approvals are not built into the process, so you will need to obtain the appropriate approvals before you register.

JSGS Executive Education Mailchimp Newsletter

If you have received email announcements in previous semesters, please note that we have changed our communication process. In May 2025, we moved to a JSGS EE newsletter format; if you want to ensure you continue to receive up-to-date announcements of our offerings, please sign up (**CLICK HERE**).

Registration Process

All individuals & organizations will use the JSGS registration system, Destiny 1.

If you choose a workshop by following a JSGS link you have been emailed, or via our website:

- Click the link to the workshop you are interested in to go to the Destiny 1 site.
- Put the workshop you have chosen into your cart by hitting "Add to Cart".
- Click "Checkout".
- If you have a Destiny account, please sign in, or Create a New Account by filling in your email address and clicking, "Create Account".
- For new accounts, you will need to fill in your personal information.
- Once logged in or account created, you will be redirected to your cart. Select payment method "credit card". *NOTE There are no employer pay or group affiliation options for JSGS-EE registrations.
- Answer the Questionnaire.
- Click "Continue Checkout" and proceed to complete your credit card payment (see "Payment" section, below, for information on GST/PST exemptions).
- You will receive your receipt and confirmation of enrollment via email.
- For new accounts, check your email for a link to set up your new account password.

Waitlists & Cancellations

- When you register for a workshop, you will receive an email from JSGS indicating your confirmation of enrollment. If there are no more seats available, you will have an option to "Join the Waitlist" instead. If you are on a waitlist and a seat becomes available, you will be notified by email and have a 48 hour window to complete your registration.
- If you can no longer attend a workshop, it is <u>your responsibility</u> to cancel. Cancellations made before the cancellation deadline can be processed from your account in Destiny 1.
- Cancellation must be received eight (8) days prior to each workshop in order to receive a refund. If you
 need to cancel after the deadline, we are happy to accept a substitute, even on short notice, but no refund
 will be issued.
 - o There is no refund for cancellations received between one (1) to seven (7) days prior to a workshop.
- Please note that we enforce the cancellation policy, no matter the reason for the absence.
- If you provide eight (8) days or more notice of cancellation, your full registration fees will be refunded, except for the cost of the assessments as part of the Leadership Foundations and the Leadership Accelerators, Derailers and Paradoxes workshops.
- To cancel after the registration deadline, email: jsgs.ee@uregina.ca

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JSGS Registration Information



Payment

When you register, you will need to pay in advance for each workshop with a credit card. When payment is processed, you will receive a payment receipt by email.

Attendance Data

- Destiny 1 will track the workshops you complete beginning Winter 2025, but you will need to keep track of any workshops taken prior to Winter 2025 on your own.
- Workshops completed prior to Winter 2025 will still be included in certificates of completion.

Certificates of Completion

- JSGS offers Certificates of Completion to participants who complete 6 full days of training, including the introductory workshop, The Role of the Public Servant.
- Certificates are distributed annually each summer, and we've awarded certificates to over 825 public servants since 2010. For more information on the certificate, visit our website.