



Guidelines for Associations Annual Meeting Grant-In-Aid

The Associations Committee has \$10,000 to distribute to Associations for attendance to the 2022 annual meeting to be held in Orlando, December 1-4. This grant is primarily for smaller associations who have had financial difficulties in assisting delegates with funding to attend the meeting.

All Associations may apply but preference will be given to Associations by the following:

- A. Associations who have been provisionally accredited
- B. Associations who have less than \$30,000 in reserve as of September 15, 2022
- C. Associations who have had trouble getting the minimum number of delegates to the annual meeting for the past five (5) years, both virtual and in-person.

Associations may submit the following for expenses:

- A. Registration to annual meeting
- B. Transportation (air fare – economy class and/or ground transportation up to the cost of a 21 day advance economy airfare)
- C. Hotel accommodations up to the cost of host hotel

To receive reimbursement:

- A. Submit all expense sheets, receipts and documentation by email to Associations Committee Treasurer Richard Messenger aectreasurer17@gmail.com by no later than 11:59pmEST December 18, 2022.
- B. Each grant delegate must submit a brief written summary of meetings attended or your association will not be considered for future annual meeting Grant in Aid.**
- C. All documents and receipts must be scanned and electronically submitted in one document

Click here to submit your grant application (be sure to have a copy of your Sept 2022 bank statement ready to upload) at:

<https://usatf.wufoo.com/forms/z1nkvlsf0r8vy0j/>.

The deadline for submission is Sunday, October 2nd at 11:59amEST. Associations will be notified by October 8th.