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NCTE Affiliate Leadership Meeting Reimbursement Policy for Affiliate Representatives Who Are Members of NCTE

Last updated on July 23, 2021, with NCTE Executive Committee Approval

NCTE will reimburse up to two representatives from each NCTE Affiliate up to \$400 (each) for travel expenses (e.g., airfare, train, mileage, parking fees). Reimbursement will be paid according to documented receipts submitted following the guidance provided in the registration materials.

NCTE will provide most meals for all attendees during the Affiliate Leadership Meeting: Friday night dinner, continental breakfast and lunch on Saturday, and continental breakfast on Sunday will be provided.

We encourage affiliates to continue providing matching funds for each attendee's travel expenses.