FEDERAL BENEFITS EXPERTS
COLORADO FEDERATION OF NARFE

January, 2021

To: Chapter Presidents, Elected and Appointed Officers (includes CDL's)
From: Paula Simmons, Federation President
Subject: Reimbursement Allowance – October 7, 2021 State Conference.

The following reimbursement information is provided for the Executive Board (which includes the Chapter Presidents), Federation Committee Chairpersons, Appointed Officers attending the Federation Conference October 7, 2021.

Mileage for attendance at the Federation Conference will be reimbursed at $0.50 cents per mile for one round trip for authorized members listed below. If a round trip is less than 10 miles, reimbursement is not authorized. Two night's lodging for Board Members not to exceed $200.00 will be reimbursed if supported by a paid lodging receipt.

Members authorized travel reimbursements are:

1. Elected Federation Officers
2. Appointed Officers (see Federation By-Laws, Article V, Section 2)
3. Chapter Presidents
4. Appointed Federation Committee Chairpersons including:

-Audit Chair
-By-Laws/Resolutions Chair
-Parliamentarian
-Alzheimer's Chair
-FEEA Chair
-Sergeant-at-Arms
-Ballot and Teller Chair
- State Legislation Chair
- Nominating Committee Chair
- 2021 State Conference Chair
- Awards Chair
- Newspaper Editor
- NARFE-PAC Chair
- CDL's

The officers serving in more than one position receive only one reimbursement.
In accordance with the 2021 budget approved at the October 17, 2020 Executive Board meeting the Conference registration fee of $40.00 is authorized for the Executive Board, Federation Elected and Appointed Officers, and the Appointed Federation Committee Chairpersons.

The Federation can provide the above assistance. It is understood all costs of attendance are not covered and <u>we encourage Chapters to provide additional assistance</u>.

Paula Simmons, Federation President