



National Extension Association of Family and Consumer Sciences
KEAFCS Kentucky Affiliate

General Guidelines:

This application will be submitted upon returning from the NEAFCS Annual Conference. Please submit to the President of KEAFCS.

For New Members:

KEAFCS will reimburse the difference of your registration cost to the NEAFCS annual conference as a NON-member verses a Member for you to attend the conference.

1. As a new member, please note below:

A. If you are hired before June 1st of the said year, reimbursement will be made for the difference of the non-member registration and the “early” bird pre-registration cost.

B. If you are hired after June 1st of said year, reimbursement will made be for the difference of the non-member registration and the general registration cost.

2. Please provide a copy of all receipts and/or official documents with this application.

For KEAFCS Members with Limited Professional Improvement funds:

KEAFCS will reimburse part of your general registration costs to the annual conference as a member of NEAFCS in order for you to attend the conference. Limited Professional Improvement funds is defined as equal to or less than 1/3 of the maximum amount allowed for the Professional Improvement fund line item as given by the University of Kentucky Cooperative Extension Service administration.

1. Please provide a copy of all receipts and/or official documents with this application.

2. Please provide a one page typed explanation of the reason you are applying for this assistance listing the costs to attend, funds already provided, additional assistance received from other sources to defray the cost and an explanation of your situation.

Application for National Annual Meeting Reimbursement

Name: _____

Address: _____

County _____ Email: _____

Office Phone: (_____) _____

Please check ONE of the following:

_____ Non KEAFCS Member

_____ KEAFCS Member with Limited Professional Improvement funds

Please attach all documents.

I, _____, confirm I have attended the NEAFCS Annual Conference and am attaching all documentation for committee review.

Date: _____