DKG™
International Society for Key Women Educators

Washington State Organization

Request for Available Funds For International/Regional Meetings

Name_____

Address _____

City _____

Telephone: Home _____ Work _____

Event _____

Location _____

Date_____

Membership status or capacity under which you are attending:

_____

_____

Applicant's signature

All applications are due by June 1 to be considered for funds.

Send application to State Finance Chair.

3.65 Meetings

h. Travel stipends for the international convention/conference

1. Priority for expenses shall be given to state business. However, attendance at international meetings is encouraged for state officers, committee chairs, area liaisons elected and/or appointed for the upcoming biennium, if monies are available within the budget. The conference travel fund is derived from the state store profits. Anyone presenting* a workshop at the international convention shall be included. (* The term "presenter" does not include recorders, hostesses, presiders, floor pages, etc.)

2. Applications for these leadership stipends shall be submitted by the applicant to the finance chair postmarked or electronically dated by June 1 of the year of the summer event. All officers and others listed above must apply to be considered. The application form is to be posted on the web, a reminder given at each state convention, and courtesy reminder to all officers.

3. The state finance chair shall check the eligibility of the applicants. The finance chair and treasurer shall collaborate to first establish the available profits in the state store, making sure to provide for refurbishing the stock first.

4. The state finance chair shall ask the finance committee to confer electronically for processing the applications and the amount for the stipends to be divided. Officers, (including the parliamentarian), membership chair, educational excellence chair, and presenters* shall receive two points (if not previously funded through SR 3.65 g 3). Area liaisons, international officers, international committee members and state committee chairs shall receive one point.

5. The finance chair shall make recommendations of the allocations to the state president for approval by June 20.

6. The treasurer will then issue checks to the applicants no later than June 30.