

SILC REIMBURSEMENT & MEETING BUDGET

REIMBURSEMENT:

- Travel costs and participation stipend (members who are state employees are not eligible for an honorarium) for members to attend the four SILC meetings per year.
- Necessary accommodations for the meetings, such as interpreters, transcribing, drivers, etc. Accommodations are also paid, if necessary, when a member is officially representing the SILC at events or meetings.
- Travel costs for SILC members to attend meetings at the request of the SILC.
- Travel costs for members when appointed to attend conferences such as:
 - SILC Congress
 - National Council for Independent Living
 - Association of Programs for Rural Independent Living

When being reimbursed for travel activities, members are reimbursed at the same rate as state employees. Travel reimbursement forms must be completed for reimbursement. Within a month of receiving the reimbursement form, the state issues a check for allowed reimbursement. Current in- state reimbursement rates are:

MEALS (based on hours involved with travel):

- Morning meal \$7.50
- Midday meal \$8.50
- Evening meal \$14.50
- Total per day \$30.50

MOTEL:

If is necessary for you to stay overnight, you will be reimbursed actual motel expense up to the approved state rate. If you have no receipt for lodging, you will be reimbursed \$12.00 per night. For SILC meetings motel expenses are covered through direct billing.

MILEAGE:

If you drive to the meeting, you will be reimbursed at state rate, currently 58.5 cents. (Carpooling is encouraged when possible)

OTHER COSTS:

You will be reimbursed for the actual cost of public transportation. Please contact the Program Manager when using public transportation as direct payment may be possible.

If you need an accommodation expense reimbursed, the rate will be established via policy.

Non-state employee honorarium is \$50.00 for each meeting day for SILC meetings.

SILC MEETING BUDGET

The SILC meeting budget is included in the SPIL Financial Plan. It is developed by the Bylaws Committee and voted on by the entire Council. SILC reimbursement expenses are paid through a variety of sources primarily General Fund and Federal Part B grants.