

Housing and Travel Guidelines

	2022–23 RE	2022–23 RE2	2022–23 RE3
Annual Conference June 26-29, 2022 Denver, CO	<p>HFMA will cover 2 nights at the hotel.</p> <p>You are responsible for making your transportation plans, which HFMA will reimburse. If travel is over \$700, contact the Volunteer Experience Team prior to booking.</p> <p>HFMA funds your Conference tuition. Register using the discount code provided to you.</p>	<p>Optional</p> <p>Some Regions fund travel and housing for RE2 participation in the RE Council meeting.</p>	Not Required
Volunteer Leadership Meeting Oct. 16-18, 2022 Chicago, IL <i>This replaced FPM and the November REC Meeting.</i>	<p>HFMA will cover 3 nights at the hotel.</p> <p>You are responsible for making your transportation plans, which HFMA will reimburse. If travel is over \$700, contact the Volunteer Experience Team prior to booking.</p>	<p>HFMA will cover 3 nights at the hotel.</p> <p>You are responsible for making your transportation plans, which HFMA will reimburse. If travel is over \$700, contact the Volunteer Experience Team prior to booking.</p>	<p>Not Required</p> <p>Many regions fund travel and housing for the RE3 to attend</p>
LTC April 16-18, 2023 San Antonio, TX	<p>HFMA will provide 1 night at the hotel to participate in the Council Meeting.</p> <p>You are responsible for making your transportation plans, which HFMA will reimburse. If travel is over \$700, contact the Volunteer Experience Team prior to booking.</p>	<p>HFMA will provide 3 nights at the hotel. Participate in the Council Meeting, Regional Planning Time and attend LTC sessions.</p> <p>You are responsible for making your transportation plans, which HFMA will reimburse. If travel is over \$700, contact the Volunteer Experience Team prior to booking.</p>	<p>Many regions fund travel and housing for participation in this event</p>

Questions? Contact the Volunteer Experience Team at chapter@hfma.org

Tips for Submitting Expense Reports:

- If claiming mileage expense, submit a map (using Google Maps or equivalent) showing the starting and ending destination and total miles.
- Refer to the Volunteer Travel Policy for covered expense details.