



## HFMA Volunteer Travel Financial Assistance Policy

For chapter leaders attending volunteer training events, such as Leadership Training Conference or Volunteer Leadership Meeting, financial assistance may be available to help cover the cost of travel for those traveling more than 3000 miles (one way). To apply for assistance, chapter leaders must provide the following information:

- **Mileage calculation for travel:** An air travel calculation site such as this one should be used to provide documentation: <https://www.airmilescalculator.com/>
- **Cost of airfare:** At least 3 flight options should be provided, showing the cost of airfare to the training event.

Once this information is supplied to HFMA, the request will be reviewed and financial assistance will be determined based upon available funds.