



Energize! Activate Mission with the Right People

Travel Assistance Policy

We are pleased to offer travel assistance for Foraker Partners attending the 2019 Leadership Summit who live outside the Anchorage/Mat-Su area. Because funds are limited, please review the criteria below to determine if you or a member of your organization is eligible.

Deadline for applying for assistance is **Friday, March 15**.

You will be notified no later than **Friday, March 22**, if we are able to assist you. Again, funds are limited and we may not be able to accommodate everyone who applies.

Criteria for Travel Assistance

Applicants must be current Foraker Partners. A limit of two awards will be made to any organization. Both board members and staff are eligible.

Assistance will include **one free night** at the Marriott and a **stipend toward airfare or mileage**. You may apply for lodging or a stipend toward airfare – or for both.

Note: You will need to make your own reservations at the Marriott. Watch our blog for information on when the special room block for the summit will open at the hotel.

The amount you will receive for airfare or mileage depends on your location. These amounts are determined by the cost of airfare normally associated with a given community.

- For people coming from Kenai or Fairbanks – a maximum of \$300.
- For people coming from Prince William Sound, Coastal communities or Kodiak – a maximum of \$350.
- For people coming from Southeast, Western, or Northern Alaska – a maximum of \$500.

Reimbursement for airfare up to the amount listed above will be issued following the Summit upon receipt of a copy of your airline ticket.

Reimbursements will be made to the organization, not to an individual.

If you have questions, please call the Foraker office, 907-743-1200.

Application for Travel Assistance

Please fill out the form below to apply for travel assistance for the 2019 Foraker Leadership Summit in Anchorage. Because funds are limited, please be sure you meet eligibility requirements outlined on the previous page. Deadline for applying is **Friday, March 15**. You will be notified by **Friday, March 22**, if we are able to assist you.

Your name:		
Name of organization you represent:		
Address:		
Phone:	Fax:	Email:
<p>I understand that travel assistance funds are limited. I request to be considered for assistance to attend the summit for the following reasons – please specify why you need assistance and what you hope to get out of the summit.</p>		
I am applying for one free night at the Marriott.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
I am applying for assistance with airfare or mileage – please check the appropriate box:		
<input type="checkbox"/> Kenai, Homer or Fairbanks Maximum of \$300	<input type="checkbox"/> Prince William Sound, Coastal Communities, Kodiak Maximum of \$350	<input type="checkbox"/> Southeast, Western, Northern Alaska Maximum of \$500
I understand that reimbursement for airfare up to the amount listed above will be issued following the summit upon receipt of a copy of my airline ticket.		
Applicant signature	Date	

You may mail your application to The Foraker Group, 161 Klewin Street, Suite 101, Anchorage, AK 99508 – Fax it to 907-276-5015 – or email it to cwilliams@forakergroup.org.