

WAAE - Wisconsin Association of Agricultural Educators

Stipend Procedures

Adopted by the Board of Directors on August 8, 2017

The Wisconsin Association of Agricultural Educators (WAAE) provides certain stipends to its members based upon their participation in certain events. Stipends will be facilitated in the manner outlined below or each event.

Region III Conference

The specific year's budget amount will be evenly divided amongst the total number of participants after the event. Expenses need to be turned in with proper documentation*. Only exception is that the Ideas Unlimited competitor will not be included in the stipend, unless the sponsored travel stipend is not available.

National Policy Seminar

There will be a maximum of four WAAE representatives sent each year (goal is 3-4 – executive director counts as one of the representatives). Expenses will be covered in full, including registration, flight, lodging, meals and incidentals, and it is expected that participants will try to utilize the most economical options. Expenses need to be turned in with proper documentation*.

NAAE Convention

Board Members

The specific year's budget amount will be evenly divided amongst the total number of board member participants. If registration is paid directly on the participant's' behalf, the stipend paid out after the event will be reduced by that amount. Expenses need to be turned in with proper documentation*. Alt VPs are only eligible to receive the board stipend of the Sectional VP is not attending. Any expended funds must be reimbursed if the participant does not attend.

Non-Board Members

Each non-board member participant will receive a total stipend equal to the early-bird registration amount. The registration can be submitted and paid directly on the participant's behalf, or the participant can submit the expense report for reimbursement. Any expended funds must be reimbursed if the participant does not attend.

Special Circumstances

This contingency will apply to individuals attending NAAE Convention for any of the following purposes:

- 1) NAAE Board Member
- 2) Dupont Agriscience Academy, XLR8, TTTK Participants
- 3) Award Winners:
 - a) Agriscience Teacher, Outstanding Teacher, Outstanding Young Member
 - b) Outstanding Middle/Secondary Program, Outstanding Postsecondary/Adult Program

Such participants will not be eligible for the board member stipend (the Alt VP in the section would have the opportunity to utilize it). These individuals will be eligible for the non-board member stipend. Expenses need to be turned in with proper documentation*.

Participant Expectations

All participants receiving stipend monies are expected to attend the full duration of the convention, which is Wednesday morning through Saturday around noon. Participants are also expected to present/coordinate a PDC workshop or work a shift in the booth at State FFA Convention/Farm Technology Days or complete a different activity pre-approved by the executive committee.

****Expenses turned in to WAAE with proper documentation must be true out-of-pocket expenses and the participant must not be expecting reimbursement by any other entity.***