

# UNIVERSITY OF LETHBRIDGE FACULTY ASSOCIATION

## FINANCIAL SUPPORT OF CONFERENCE ATTENDANCE

The Association may put funds aside in a budget year, but shall not be obligated to do so, for assisting its members to attend conferences having a demonstrable benefit to the work of ULFA. Applications for funds must be in writing and submitted to the Executive Committee not less than thirty (30) days in advance of the planned event.

At the time of application, the member requesting such support shall provide a written statement of the demonstrable benefit(s) accruing to the Association from such attendance. A demonstrable benefit shall be defined as any knowledge or skill that will directly assist ULFA in fulfilling its duties to members. The member shall render a report of the proceedings and forward it to the Executive Committee within sixty (60) days after the conclusion of the conference.

The Executive Committee shall be the arbiter of all requests for assistance, and shall assess each application on its merits. Where there are unexpended funds in the Conference account at the end of a fiscal year, such funds will not carry over to subsequent fiscal years.

Approved by the Executive Committee, Meeting No. 20, March 31, 1998