Society for Cultural Astronomy

in the American Southwest, Inc.

PO Box 2313 Dolores, Co 81323

www.scaas.org

**Native Speaker Financial Support Agreement**

The Society has raised some money to help cover travel expenses for those native speakers/cultural teachers travelling a distance; however, we do not have enough to cover all expenses for all speakers/teachers.  Per the Society’s IRS 501(c)3 status, we cannot pay honorariums, but we can pay for travel expenses. This is a legally binding issue and not negotiable. We will work equitably with each speaker/cultural teacher to cover travel costs as best possible within our budget. This means that speakers/ cultural teachers may want to ask their tribe or other funding agency/ school district for financial help in coming to the conference. **Return all correspondence to** President@scaas.org , Do NOT register on-line.

**Benefits:**

1. Native speakers/teachers will be granted a two-day complimentary conference pass for the day you are speaking and day following. The speaker/teacher is asked to attend all conference activities for those days. The complimentary registration will include lunches. You must return the attached Presentation Application and Information Sheet to President@scaas.org by March 18. Please note, you will need to make your own hotel reservations by March 24 to be assured of the discount rate. Native speakers/teachers are encouraged to continue with the conference at a discounted rate of $25/day beyond the two day complimentary pass. This essentially covers conference meals and expenses for those days. The conference is actually losing money at this rate; however, we value your time and expertise more.
2. Native speakers/teachers are encouraged to engage with other conference participants including questions/answer sessions and informal conversation.
3. If a speaker needs to miss work in order to present, we will send you (upon request) a letter on Society letterhead asking that you be allowed to attend the conference and that you be paid for the time you are attending the conference. *Please do this immediately*.

**Hotel/ Housing:**

1. You are responsible for making and paying your hotel reservations with this expense being reimbursed to you at the end of your stay. You must provide a paid receipt for reimbursement.
2. We have conference discounted room rates at the Econolodge University ($61/night) and Embassy Suites ($150/night) in Flagstaff, AZ. The traveler may choose to stay at either or another hotel but the Society will only pay the Econolodge rate on the night(s) that the traveler is being sponsored by the conference. Both hotels are about ¼ mile from the Native American Cultural Center and have a gate access through a parking lot to NAU campus.

[Econolodge University Room Reservations](https://www.choicehotels.com/reservations/groups/qe85c5?source=EMCHGGI&checkInDate=2019-04-23&checkOutDate=2019-04-29&ratePlanCode=BSFPVP)

(928) 774-7326 Ask for SCAAS Room Block

[Embassy Suites Room Reservations](https://secure3.hilton.com/en_US/es/reservation/book.htm?execution=e2s1)

**(928)-774-4333 Ask for SCAAS Room Block**

For counselors/teachers, we may need to ask two people to share a hotel room, and this is purely because of our money situation. If there are same-sex speaker and counselor/teacher who could travel and room together comfortably, this would help us in bringing those people together as they could "share costs" and we may be able to provide a bit more support. Additional details about the conference and lodging is available on our web page at <http://www.scaas.org/2019-Conference>.

**Travel:**

1. We are asking that all counselors/teachers work with their school/employer to cover their travel expenses, as best possible.
2. Per IRS regulations, individuals working with a 501c3 non-profit (the “Society”) can be paid $0.13/mile. However, we at the Society value your knowledge and energy and are therefore choosing to pay $0.30/mile. The speaker will need to record their beginning and conference arrival mileage for the most direct route to the conference. We will double that mileage to determine the cost. Please use public transport if available and keep your receipt. If parking on the NAU campus, *make sure to buy a parking pass* as we will not pay for parking tickets. NAU Parking Services are known for aggressively ticketing non-permitted cars.
3. If at all possible, please carpool with other speakers/cultural teachers as it may allow the Society to pay a higher percentage of each traveler’s mileage. Please ask your local school, community center or contact Bryan Bates at President@scaas.org to see if someone from your region is also coming to the conference.

 Bryan will send you an **estimate** of what we anticipatewe can cover in terms of your expenses.

**Meals:**

1. If staying at a motel, plan on having breakfast at that motel, i.e. no reimburse for breakfasts.
2. If lunch is included with conference day, then please eat with the conference. We will not reimburse when lunch is provided/included.
3. We will cover the cost of dinner up to $25 with a receipt for the day you are a speaker.
4. We ask that teachers request per diem expenses from their school and/or agency.
5. Alcohol will not be covered as an expense reimbursement.

**Payment:**

We will provide the speaker/teacher a check for their portion of receipted expenses at the close of their stay at the conference. If the speaker/teacher is continuing to attend the conference after their presentation and anticipates additional expenses, we will issue the check at the time that person chooses to leave the conference. Only one check will be issued per speaker/teacher for conference expenses at the entrance registration table.