

## PT Meeting Funds – What can be covered?

### What costs are covered in PT meetings?

At times, people ask about the use of UC ANR funds to cover students and external participants at UC ANR meetings (PT meetings and conferences). The principles at play are equity, consistency and appropriate (allowable) use of Federal funds.

The desirability and potential value of student and external engagement in meetings is obvious. However, ....

- 1) Federal funds are used for such meetings and these funds have certain limitations in how they can be spent, and
- 2) the funds for such meetings are limited (and the priorities for such funds are they support internal networking and are used fairly across the organization).



Connect & Engage

Program Teams help people Network,  
Share and Learn

### Meeting guidelines for UC ANR funds

**Multiple fund sources.** Meetings are regularly funded from multiple sources - especially when Federal funds can not cover certain costs.

#### 1. External collaborators as participants

1.1 **Food.** Can pay for food - if a regular participant **and** a listed member of a WG member.

**If not a listed WG member,** need to 1) use alternate funds or 2) charge a **registration fee to cover the cost of food.**

1.2. **Travel and Accommodation.** Not funded.

#### 2. External as an Invited speakers.

2.1 **Food:** Can cover.

2.2 **Travel and Accommodation. Note:** With **justification and approval** from the Vice Provost for Strategic Initiatives & Statewide Programs (and the relevant SI Leader), a PT can request up to \$500/event to cover travel and accommodation for external speakers/trainers. Beyond this, the organizers can use alternate funds.

2.3 **Stipend.** No stipends can be paid to external speakers using Federal funds.

#### 3. Student participants (More relevant for workshops, conference than a PT meeting)

3.1 **Food:** covered if participating for a specific activity (e.g., presenting a poster)

3.2 **Travel and Accommodation:** No funds are available (Supervisors need to find funds). If student scholarships are available, these will be advertised.