

Request for Approval of Out of State Travel

- **Program:** Student Services
- **C9 Staff Member:** Corinna Vonderwell
- **Event:** National ACTE NPS (National Policy Seminar)
- **Rationale:** Mrs. Vonderwell was selected as a member of the 2017-18 ACTE LEAD Program, which includes participation at both the ACTE Vision Conference and NPS. Part of her attendance includes a stipend of \$250 for each event, which helps to offset the costs below.
- **Dates:** March 5, 2018 - March 7, 2018
- **Location:** Washington, D.C.
- **Cost:**
 - **Registration:** \$410.00
 - **Lodging:** ~\$1200.00
 - **Flight/Ground Transportation:** ~\$500.00
 - **Meals:** Employee is Covering