



**Travel Grant Opportunity**

Rural Energy Conference

Westmark Hotel – Fairbanks, AK

October 2-4, 2024

Pre-conference – September 30-Oct. 1, 2024

**Who should attend?** Rural Utility Managers, Tribal and Community leaders, Powerplant and tank farm Operators, State and Federal Agencies, University and Laboratory Researchers, Equipment Suppliers. Recent recipients of utility projects are encouraged to attend. Priority will be given to Rural Utilities.

**What will you learn?** The newest technologies available as well as the opportunity to network with other communities that face the same challenges as yours!

**Why should you attend?** You will have the opportunity to network, talk face to face with funding agencies, and discover why and how to incorporate changes in your community!

**Travel grantees will be awarded reimbursements of up to 50% of travel, not to exceed \$1500,** subject to funding. Reimbursements can be for travel costs to and from the conference (in Fairbanks), hotel room, and per diem at federal rate. All rural communities are welcome to apply; priority will be given to rural utilities. Funds are limited and will be awarded on a first-come, first-served basis.

Please email your application and signed agreement form

**NO LATER THAN:**

**4:00 PM Friday, August 30, 2024**

TO: Alaska Municipal League

c/o Sarah King

[sarahk@akml.org](mailto:sarahk@akml.org)

907-790-5378

Determinations will be made upon receipt of the completed paperwork package.



**Travel Grantee:** Although travel grants for the Rural Energy Conference have not received approved funding at this time; since there is so much interest in this program that we have prepared paperwork for planning purposes and will start creating a list of potential awards. You will be notified as soon as possible if funding becomes available.

**Who can be awarded a travel grant?** Priority is given to rural utility managers, operators, and board members. Only one person per community can apply.

**What does a travel grant cover?** Travel grants cover a portion of your travel costs up to 50% or \$1500, whichever is less. Grantees can submit for reimbursement of travel to and from the conference, hotel fees, and per diem at federal rate.

**When should grantee apply?** Grants are distributed on a first come first served basis. Apply as soon as possible. **Grantees that do not register for the conference will be removed from the travel grant list** (as soon as funding is confirmed, and notification provided).

**Where and when is the Rural Energy Conference?** This year the conference is being held in Fairbanks, AK, October 2-4, 2024. However, there will be preconference events and workshops on Monday as well, so keep that in mind when making your travel plans.

**How does a grantee apply?** Please fill out enclosed paperwork. Complete the on-line registration. Next, email this page with your contact information filled out and your travel grant agreement. Costs should be paid up front and reimbursements will be made after the conference once travel receipts are submitted. You will be contacted by September 2, 2024, whether you received the award.

**Register for the conference at:** <https://akruralenergy.org/>

<b>Name (First and Last):</b>	
<b>Company/Municipality:</b>	
<b>Title:</b>	
<b>Mailing Address:</b>	
<b>City/State/Zip:</b>	
<b>Phone:</b>	
<b>Email:</b>	



**Rural Energy Conference 2024**  
**Travel Grant Agreement**  
*with Alaska Municipal League*

As a recipient of the Rural Energy Conference Travel Grant, I/We hereby agree to the following:

- **The community or individual will pay for up-front travel expenses**, but with the understanding that the *Alaska Municipal League* will reimburse the entity or person paying the travel expenses for a portion of the travel expenses, not to exceed 50% or up to \$1500, whichever is less. This grant is subject to the availability of funds committed by the *Alaska Municipal League* for travel grants.
- Within 30 days after the Conference (**not later than November 15, 2024**), the purchaser will send to *Alaska Municipal League* copies of **ALL** receipts, the name of the traveler, the name of the purchaser or travel expenses, fuel costs, hotel costs, etc. (individual or organization), and a mailing address for reimbursement. It is understood that a reimbursement check may not be available for up to four weeks after submittal of the request.
- The participant must provide all information requested by *Alaska Municipal League* and must attend all significant events of the Meeting. To account for the attendance, the participant will be required to check in upon entry at the meeting (sign in located at the registration desk). The record keeping process will assist the Travel Grant program manager meet the reporting requirements of the program.
- It is understood that this grant agreement may become null and void if the participant leaves the meeting without participation. As a result, the loss of the travel grant would mean that the community or individual is responsible for all ticket expenses and is not entitled to any reimbursements from this program.
- It is understood this is not a guarantee of payment. In the unlikely event *Alaska Municipal League* is unable to receive the funds expected; these reimbursables may be delayed or not paid.

**STATEMENT OF UNDERSTANDING:**

By signing below, I hereby understand and agree to all the points referenced in this Meeting Travel Grant Agreement.

**SIGNED:**

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**Name (print)**

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**Title**

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**Organization**

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**Signature**

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**Date**