

Event	Faculty Type	Session Type	Honoraria	Travel	Hotel	Per Diem*
2015 Fall Conference						
		General Session/ Keynote	Will be negotiated based on speaker	Up to \$550 for airtravel with at least a 14-day in advance coach (Receipt Required)	1 hotel night	\$71 a day
	Member	Up to 1.5 hour session	\$250 per session with the option for free Tuition for three or more sessions.*	Up to \$550 for airtravel with at least a 14-day in advance coach (Receipt Required)	Based on the number of days speaking 1 day - 1 night, 2 days - 2nights at the host hotel	\$71 a day
	Non-Member	Up to 1.5 hour session	\$150 a session - no free tuition*	Up to \$550 for airtravel with at least a 14-day in advance coach (Receipt Required)	Based on the number of days speaking 1 day - 1 night, 2 days - 2 nights at the host hotel	\$71 a day
	Exhibitor		N/A	N/A	N/A	N/A
	Consultant (not exhibiting in hall)	Member	Up to \$1500 a day based on \$250 a session	Up to \$550 for airtravel with at least a 14-day in advance coach (Receipt Required)	Based on the number of days speaking 1 day - 1 night, 2 days - 2 nights at the host hotel	\$71 a day
	Consultant (not exhibiting in hall)	Non-member	Up to \$900 a day based on \$150 a session	Up to \$550 for airtravel with at least a 14-day in advance coach (Receipt Required)	Based on the number of days speaking 1 day - 1 night, 2 days -2 nights at the host hotel	\$71 a day
	Hands-on Course Faculty	Member/ Non-member	\$350 per instructional hour	Up to \$550 for airtravel with at least a 14-day in advance coach (Receipt Required)	Based on the number of days speaking 1 day - 1 night, 2 days - 2 nights at the host hotel	\$71 a day
	Any UCAOA Board Member (includes UCCOP)	Up to 1.5 hour session	\$250 per session	All Expenses and Travel per Board agreement		NA
	Co-Presenters	Member/Non-member	\$250 per session/\$150 per session (*see tuition guidelines above)	Up to \$550 for airtravel with at least a 14-day in advance coach (Receipt Required)	Based on the number of days speaking 1 day - 1 night, 2 days - 2 nights at the host hotel	\$71 a day
	Panels	Member/Non-member	No honoraria for panelists	Expenses covered to be determined by UCAOA Education Committee		
	Moderators	Member/Non-member	No honoraria for panelists	Expenses covered to be determined by UCAOA Education Committee		
	Contributors	Member/Non-member	No honoraria for contributors	Expenses covered to be determined by UCAOA Education Committee		

Speakers that work for a company exhibiting in the UCAOA Exhibit Hall at the Fall Conference will not be paid honoraria or have expenses covered.

* **Per Diem** - UCAOA will provide a set "per diem" for miscellaneous expenses incurred in traveling to the meeting. The per diem will be used to pay for parking, tolls, taxi cab rides, tips, food and other miscellaneous expenses. The amount of the per-diem is determined each year by the US General Services Administration Per Diem rates. Faculty will be provided with a check post meeting to include any honorarium and/or per diem. If there are extenuating circumstances to consider please contact the education director at education@ucaoa.org