

# Kings/Tulare UniServ Unit, Inc. / CTA / NEA

## Conference Scholarship Guidelines

### 2025-2026

#### Reimbursement Process

1. KTUU has allocated several scholarships for each Chapter per fiscal year. Please see the table below for your number of scholarships. Contact the UniServ if you are not sure of the number of remaining scholarships for your Association for the fiscal year.
2. After the conference, complete this form, attach all receipts for all attendees, and submit to the KTUU Office at 301 W. School Avenue, Visalia, CA 93291 or email to [kristi@ktuuvisalia.org](mailto:kristi@ktuuvisalia.org)
3. **All receipts must be submitted to the KTUU Office within thirty (30) days after the conference.**
4. Once CTA has verified attendance, the reimbursement request will be processed, and a check will be mailed to the Association treasurer.

#### Covered Expenses at the CTA Grant Rate

KTUU will reimburse for expenses (Conference Registration, Hotel, Travel) at the CTA Negotiated Rate.

1. Conference Registration
2. Hotel (at the CTA Negotiated Rate) for Friday & Saturday nights. Exceptions are Summer Institute (Wednesday through Saturday nights) and Presidents Conference for 1<sup>st</sup> or 2<sup>nd</sup> year Chapter Presidents (Thursday through Saturday nights). KTUU will NOT pay for hotel costs for Pre-Conference events.
3. Travel - Members will receive travel reimbursement up to a maximum of \$300.00 with receipts for only one of the following travel modes (Exception is President Conference – CTA reimburses mileage for Presidents Conference, not KTUU):
  - Airfare (excluding checked bags, upgrades, seat selection, or travel insurance)
  - Car Rental (per person or group)
  - Gasoline (per person or group). Attendee to fill up gas tank prior to leaving for event. Fill up immediately upon arrival at event. Fill up immediately upon returning home. KTUU will reimburse the last two receipts up to \$300.00.

#### Expenses Not Covered by KTUU Scholarship Program

1. KTUU Scholarship will not cover any expense reimbursed by any other entity. (CTA, CTA Grants, District, etc.)
2. KTUU will not cover expenses for non-members, meals, parking, release time, or substitutes.

| Chapter              | Number of Scholarships | Chapter        | Number of Scholarships |
|----------------------|------------------------|----------------|------------------------|
| Alpaugh              | 5                      | Lindsay        | 12                     |
| Armona               | 8                      | Monson Sultana | 5                      |
| Burton               | 14                     | Oak Valley     | 8                      |
| Central Un El        | 8                      | Pioneer        | 8                      |
| Central Un Class     | 8                      | Pixley         | 8                      |
| Corcoran             | 11                     | Pleasant View  | 5                      |
| Cutler-Orosi         | 13                     | Porterville    | 33                     |
| Dinuba               | 18                     | Sequoia        | 5                      |
| Earlimart            | 8                      | Strathmore El  | 8                      |
| Eleanor Roosevelt    | 3                      | Sundale        | 5                      |
| Exeter               | 9                      | Sunnyside      | 5                      |
| Farmersville         | 9                      | Three Rivers   | 4                      |
| Hanford El           | 17                     | Tipton         | 8                      |
| Hanford SEA          | 12                     | Traver         | 5                      |
| Kings River-Hardwick | 8                      | Tulare City    | 28                     |
| Kings TA             | 8                      | Tulare Co      | 12                     |
| Kit Carson           | 5                      | Waukena        | 5                      |
| Lakeside             | 5                      | Woodlake Un    | 8                      |
| Lemoore              | 11                     | Woodville      | 5                      |
| Liberty              | 8                      | Exec Board     | 15                     |

**Kings/Tulare UniServ Unit, Inc. / CTA / NEA  
Conference Scholarship Reimbursement Form  
2025-2026**

**Please check the box next to the conference attended. (Only one conference per form)**

| Select One               | Conference                       | Date                          | Location         |
|--------------------------|----------------------------------|-------------------------------|------------------|
| <input type="checkbox"/> | Special Education Conference     | September 12 – 14, 2025       | Burlingame, CA   |
| <input type="checkbox"/> | Region 2 Leadership Conference   | September 26 – 28, 2025       | Reno, NV         |
| <input type="checkbox"/> | LGBTQ+ Issues Conference         | October 24 – 26, 2025         | Garden Grove, CA |
| <input type="checkbox"/> | Solidarity Conference            | October 31 – November 2, 2025 | Burlingame, CA   |
| <input type="checkbox"/> | New Educator Weekend – North     | December 5 – 7, 2025          | Burlingame, CA   |
| <input type="checkbox"/> | Issues Conference                | January 16 – 18, 2026         | TBD              |
| <input type="checkbox"/> | Good Teaching Conference – North | January 30 – February 1, 2026 | Burlingame, CA   |
| <input type="checkbox"/> | New Educator Weekend – South     | February 20 – 22, 2026        | Garden Grove, CA |
| <input type="checkbox"/> | Equity & Human Rights            | March 13 – 15, 2026           | TBD              |
| <input type="checkbox"/> | Good Teaching Conference – South | March 20 – 22, 2026           | Garden Grove, CA |
| <input type="checkbox"/> | Summer Institute                 | July 15 – 19, 2026            | Los Angeles, CA  |
| <input type="checkbox"/> | Presidents Conference            | July 30 – August 2, 2026      | Burlingame, CA   |

*Dates/Locations above are subject to change. Please visit [www.cta.org](http://www.cta.org) for current conference information.*

**Chapter Name:** \_\_\_\_\_

**Collect all receipts from listed attendees and submit with this form for reimbursement.**

| Names of Attendees | Registration | Hotel | Travel |
|--------------------|--------------|-------|--------|
| 1.                 | \$           | \$    | \$     |
| 2.                 | \$           | \$    | \$     |
| 3.                 | \$           | \$    | \$     |
| 4.                 | \$           | \$    | \$     |
| 5.                 | \$           | \$    | \$     |
| 6.                 | \$           | \$    | \$     |

**President's Signature:** \_\_\_\_\_

|                                                                                                                           |
|---------------------------------------------------------------------------------------------------------------------------|
| <p><b><u>UniServ Office Use Only</u></b></p><br><br><p><b>CTA Staff Signature:</b> _____</p><br><p><b>Date:</b> _____</p> |
|---------------------------------------------------------------------------------------------------------------------------|

**Please contact Kristi Malone at the KTUU Office with questions.**

**[kristi@ktuuvisalia.org](mailto:kristi@ktuuvisalia.org) or (559) 733-7706**