

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
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 1st or 2nd 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	October 3 – 5, 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"/>	Organizing Academy	January 16 – 18, 2026	Las Vegas, NV
<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	Costa Mesa, CA
<input type="checkbox"/>	Equity & Human Rights	March 13 – 15, 2026	Costa Mesa, CA
<input type="checkbox"/>	Good Teaching Conference – South	March 20 – 22, 2026	Garden Grove, CA
<input type="checkbox"/>	Women’s Leadership Conference	April 10 – 12, 2026	San Diego, 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 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: _____

<u>UniServ Office Use Only</u>	
CTA Staff Signature: _____	
Date: _____	

Please contact Kristi Malone at the KTUU Office with questions.

kristi@ktuuvisalia.org or (559) 733-7706