

## ADRP Volunteer/Speaker Discount & Reimbursement Policy

ADRP is a volunteer-led organization - from our Board to our webinar and conference speakers, to our various committees - we thrive because of individuals like YOU who have stepped up to lead the way. We are grateful you have offered to give your time, talent, and enthusiasm to ADRP. As such, we want to recognize you, and your fellow regional event volunteers, for your efforts. Below is our [ADRP Volunteer/Speaker Discount & Reimbursement Policy](#) for regional and international conferences.

### International Conference

- Policy for ADRP Volunteers
  - Conference Chair: 100% registration, 100% hotel (no-cost to ADRP at the headquarters hotel)
  - Conference Chair-Elect: 100% registration
  - Subcommittee Conference Chair/Co-Chair: 50% registration, up to a maximum of 2 per subcommittee. Committee liaisons are excluded.
- Policy for ADRP Board Members
  - President: 100% registration, 100% hotel (no-cost to ADRP at the headquarters hotel)
  - Board Members: 100% hotel for 1-night (for pre-conference Board meeting), 100% travel *if* Board Member is only attending pre-conference Board meeting
- Policy for Speakers
  - Receive 50% registration for single presenter, 25% each for multiple presenters up to a maximum of 4 per session. If they are only presenting and not attending the conference, they do not need to pay for registration.
  - Sponsors who are also Speakers will receive only the compensation associated with their Sponsorship package

### Regional Conferences

- Policy for ADRP Volunteers
  - Chair/Co-Chairs: 100% registration, 100% hotel (1-night for 1-day conference, 2 nights for 2-day conference)
- Policy for ADRP Board Liaison
  - The closest geographical Board Member is appointed as liaison and is required to attend on behalf of the Board. They will receive 100% registration, 100% hotel, and 100% travel compensation.
- Policy for Speakers
  - Receive 50% registration for single presenter, 25% each for multiple presenters up to a maximum of 4 per session. If they are only presenting and not attending the conference, they do not need to pay for registration.
  - Sponsors who are also Speakers will receive only the compensation associated with their Sponsorship package

### Special Notes

- For those who cannot fund their registration, hotel, or travel, please reach out to the ADRP Office at [office@adrp.net](mailto:office@adrp.net). We will always try to assist those who cannot afford the costs.
- If a volunteer would like to donate their compensation to another volunteer, please let the ADRP Office know at [office@adrp.net](mailto:office@adrp.net).