



American Association of Motor Vehicle Administrators

Neil D. Schuster
President and CEO

Stacey K. Stanton, Chair of the Board
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Arizona Department of Transportation

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TO: AAMVA Jurisdiction Member Dues Agencies

FROM: Neil D. Schuster, President & CEO

REF: Travel Assistance for 2013 Annual International Conference

Since 2009, AAMVA has provided travel assistance for one person from every member jurisdiction to attend the Annual International Conference (AIC). This assistance has helped many individuals attend that might not otherwise have been able to. I am pleased to report that the AAMVA International Board of Directors recently voted to make a significant increase to our travel support program.

Starting with the 2013 AIC, AAMVA will provide up to \$4,500 to each dues paying agency to use for staff to attend the AIC. If your jurisdiction's dues are divided between two agencies, the funding will be divided equally between the agencies; if three agencies share the dues, then 1/3 will be allocated to each agency. The \$4,500 combines the average cost of the existing "one person per jurisdiction" program (\$1,500) and the new \$3,000 per jurisdiction that AAMVA is providing.

The process for receiving these funds will be different this year. We will no longer require an application and approval to receive travel assistance and all funding will be provided on a reimbursement basis. Each dues paying agency in a jurisdiction member deemed in good standing automatically receives access to the \$4,500 program. Good standing is defined as a jurisdiction that is current on their membership dues.

You may allocate the travel assistance as you need among airline, hotel, registration, and/or per diem costs for as many people as the \$4,500 covers. You and your employees will register for the meeting and pay the jurisdiction rate, book your own hotel reservations, and provide the incidentals needed to attend. After the meeting, each jurisdiction will provide consolidated expense/reimbursement reports and receipts in one package, and we will provide payment. We will need to know whether to pay the jurisdiction or the individuals. This new process allows each jurisdiction to leverage the money as they see fit to maximize its benefits. Registration will open in early June.

In addition to the \$4,500 program, The Federal Motor Carrier Safety Administration (FMCSA) is again providing funding for two law enforcement representatives from each U.S. jurisdiction to attend the 2013 AIC. Law enforcement representative invitations are extended to the Chief Executive (or his/her executive level designee) as well as a command level officer with management oversight of their commercial vehicle enforcement operations. There will continue to be an application and approval for grant funding for these two individuals. The process for utilizing the grant will be the same as that used for the jurisdiction travel support program.

If you have any questions, please contact Dianne Graham at dgraham@aamva.org or 703-908-8267.

An International Safety Association of Motor Vehicle and Law Enforcement Administrators

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