

2024 Support Group Leader & MENtor Training Travel Stipend Policy

ZERO Prostate Cancer aims to reduce financial barriers for the dedicated Support Group Leaders and MENtors who wish to attend the 2024 Training in Atlanta, GA, on August 16-17, 2024. We are proud to offer a travel stipend, helping to ensure that this enriching experience is accessible to all. The travel stipend is only available to active ZERO Support Group Leaders and MENtors.

Note: If you wish to consider paying your travel costs as an in-kind gift to ZERO, we will gladly provide a tax receipt accordingly.

Travel Stipend Qualifications

If you are a **Support Group Leader**, you qualify if you:

- Attend and participate in both days of the Atlanta Training.
- Have viewed the animated training video series in its entirety (9 short videos).
- Have reported your monthly support group information to ZERO Prostate Cancer.

Note: If your support group has funds held by ZERO, your travel expenses will be deducted from your funds. Travel costs for this event are considered an approved expense.

If you are a **MENtor**, you qualify if you:

- Attend and participate in both days of the Atlanta Training.

Travel Stipend Amount

Support Group Leaders and MENtors who meet the above requirements can receive a travel stipend of **up to \$300** for a flight (ticket only) or mileage reimbursement if driving to the event. No other travel expenses qualify. Mileage reimbursement will be calculated at a rate of \$0.67 per mile and is based on the recipient's home address to/from the Embassy Suites by Hilton Atlanta at Centennial Olympic Park, 267 Marietta St NW, Atlanta, GA 30313.

Travel Stipend Process & Deadlines

July 26, 2024: Stipend Request Deadline

Email ZERO at supportgroups@zerocancer.org by July 26, 2024 to request a travel stipend. This will help us gauge interest and need so we can properly budget. Please include "Travel Stipend Request" in the subject line of the email and how you plan to travel to the event in the body of the email.

August 16-17, 2024: Atlanta Training

Attend Support Group Leader & MENtor Training.

September 2, 2024: Expense Report & Receipts Deadline

You will be emailed ZERO's travel reimbursement form immediately following the event. This form must be completed and submitted to supportgroups@zerocancer.org by September 2, 2024.

- For a flight travel stipend, the airline receipt is required.
- For mileage reimbursement, the home address must be provided for calculation.
- For an in-kind tax gift receipt, all receipts being claimed are required.

A reimbursement check will be mailed to the address provided to ZERO on the travel reimbursement form approximately two weeks after documentation is submitted.