



Item:

Travel Policy Revision

Requested Action:

The Trust is asked to receive the revised policy.

Background

Travel Policy 8.110 was found to be inconsistent. A revision was made to follow §112.061, F.S. 2020 throughout the document. This policy will be used to authorize and obtain reimbursement of travel expenses for employees of the Trust, potential employees traveling to interview with the Trust, hired consultants, other authorized persons, or board members traveling on behalf of the Trust. It is the policy of the Children's Trust of Alachua County to ensure equitable standards, effective controls, uniform procedures, proper accounting, and compliance with state and federal law for CT AC travelers. Employee travel-related expenses will be authorized only if the purpose of the travel is clearly consistent with the mission of the Trust. In the event of a conflict between the terms of this document and the terms of §112.061, F.S. 2020, the latter shall prevail.

Attachments

Revised Travel Policy 8.110

Programmatic Impact:

NA

Fiscal Impact:

NA

Recommendation:

Receive the Policy Revisions.