**Pacific Shores Region 12**

**Convention Allowances Table**

***Allowances for Expenses at Regional Convention 2023***

***RCSC Team member\*\****

***This table pertains only to the Convention itself. All other activities related to the Regional Convention are in the next section.***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| ***Role, or Type of service*** | ***All Events Ticket*** | ***Per Diem*** | ***Mileage*** | ***Hotel*** |
| **Chair of Regional Convention + (CRC)** | **Yes** | **Up to 2 days prior to Thursday of convention at $50/day** | **No** | **Up to 6 nights paid at $75/night (including tax) minus any available comped nights Per EVC** |
| **Competition Coordinator +**  **(CC)** | **Yes** | **Up to 2 days prior to Thursday of convention at $50/day** | **No** | **Up to 6 nights paid at $75/night (including tax) minus any available comped nights Per EVC** |
| **Events Coordinator + (EVC)** | **Yes** | **Up to 2 days prior to Thursday of convention at $50/day** | **No** | **Up to 6 nights paid at $75/night (including tax) minus any available comped nights Per EVC** |
| **Official Panel Liaison + (OPL)** | **Yes** | **Up to 1 days prior to Thursday of convention at $50/day** | **No** | **Up to 4 nights paid at $75/night (including tax)** |
| **OPL Computer Technician** | **Yes** | **Same as backstage crew\*** | **No** | **Up to 3 nights paid at $75/night (including tax)** |
| **OPL Official Judging Panel (5)** | **Yes** | **Meals provided** | **Paid**  **By Int’l** | **Up to 3 nights each, single occupancy** |
| **OPL Trial Scorers** | **Yes** | **Meals Provided** | **No** | **No** |
|  |  |  |  |  |
| **Assistance Chorus Coord. (ACC) may be up to 4 ACC** | **No** | **No** | **No** | **Up to 3 nights paid at $75/night (including tax)** |
| **Awards Coordinator (AWC)** | **Yes** | **No** | **No** | **Up to 3 nights paid at $75/night (including tax)** |
| **Boutique Coordinator (BC)** | **Yes** | **No** | **No** | **Up to 3 nights paid at $75/night (including tax)** |
| **Website Liason** | **No** | **No** | **No** | **No** |
| **Finance Coordinator (CFC)** | **Yes** | **No** | **No** | **Up to 3 nights paid at $75/night (including tax)** |
| **Housing Coordinator (HC)** | **Yes** | **No** | **No** | **No** |
| **Site Coordinator (SC)** | **Yes** | **Same as Backstage Crew\*** | **No** | **Up to 3 nights paid at $75/night (including tax)** |
| **Facility Coordinator** | **Yes** | **Same as backstage crew\*** | **No** | **Up to 3 nights paid at $75/night (including tax)** |
| **Jumbotron Coordinator** | **Yes** | **Same as Backstage Crew\*** | **No** | **Up to 3 nights paid at $75/night (including tax)** |
|  |  |  |  |  |
| **All Assistants** | **No** | **No** | **No** | **No** |
| **Programs Chair** | **No** | **No** | **No** | **No** |
| **Signs Chair** | **Yes** | **No** | **No** | **No** |
| **Quartet Stroll Chair** | **No** | **No** | **No** | **Up to 1 night paid at $75/night including taxes** |
| **Badge Chair** | **No** | **No** | **No** | **No** |
| **Present or Past Int’l President** | **Yes** | **No** | **No** | **No** |
| **Paid Contractors, (Audio/Video, Photographer, etc. Webcast Coordinator and crew)** | **Yes** | **Same as back stage crew\*** | **As contracted** | **3 nights max** |
| **Rose Presenters** | **Yes** | **No** | **No** | **No** |
| **Sweet Adeline VIPs per EVC request w/RMT approval** | **Yes** | **No** | **No** | **No** |

This table is used to show the Allowances for expenses and travel related to all other activities of the RCSC.

|  |  |  |
| --- | --- | --- |
|  | Mileage | 1. Mileage is round-trip paid at the current SAI mileage rate. 2. When airfare is an option, the lesser of total transportation costs will be reimbursed after consideration of the personal needs of the individual involved 3. Visits for RCSC Meetings that require an overnight stay will incur per-diem and lodging expense up to a maximum of 4 days. All visits require the approval of the CRC |
| + | Hotel | 1. Hotel reimbursement is for actual expenses incurred up to the maximum allowed. 2. Current allowance is up to $75/night and assumes double occupancy 3. If an individual is required to travel in order to perform her duties and single occupancy is the only option, the full amount of the room will be allowed upon approval of the CRC |
| + | Per Diem | Standard per diem is $50 per day. It is not subject to receipts and will be paid regardless of the amount spent by the individual on Sustenance.  It is paid when an overnight is required. |
| \* | Backstage Crew | The RCSC purchases meal cards that can be used at any of the restaurants in the hotel including the Dash N Dine. Those working back stage (as determined by the CC) and contractors for the convention (as determined by the EVC) receive the cards as they don’t have time to break away for a full meal. This is in place of the full buffet meal that used to be provided backstage. |