

# 2025 Milk Shellfish Cooperative Agreement NCIMS and ISSC Conference Funding awards Guidelines

**Announcing a funding opportunity to request travel expenses only, to attend the NCIMS and/or ISSC conference in 2025.**

**The following guidelines will be adhered to.**

1. Maximum amount **per state per conference** is \$6,000.00, please provide a detailed justification if additional funds are requested.
  - a. Regardless of number of state agencies, maximum amount is for entire state.
    - i. Justification: fair equitable per state and will require state agencies to work together to request funding
2. Flat amount total per state only covers travel costs.
  - a. Per diem
  - b. Lodging (resort fees are not allowable)
  - c. Transportation to and from airport
    - i. Cab, Lyft, Uber (home to airport/airport to home) OR
    - ii. Mileage to/from home to airport/airport to home (POV only)
  - d. Transportation to and from conference site.
    - i. Airfare
    - ii. Cab, Lyft, Uber (airport to hotel/hotel to airport)
    - iii. POV mileage only, no state vehicles
  - e. Parking (at airport/hotel POV only)
  - f. Baggage cost
  - g. Indirect costs – if state has approved indirect costs agreement
3. **Award will not cover:**
  - a. registration costs
  - b. rental cars: per FDA/HHS policy, rental cars are **not** approved.
  - c. Fuel for state vehicles
  - d. Mileage for state vehicles
  - e. Cab, Lyft, Uber expenses to/from restaurants/food service
  - f. Resort fees

PLEASE be prepared to complete an accurate best estimate application beginning January 6, 2025. The Conference Portal will be open starting January 6, 2025, thru January 31, 2025, and can be found at <https://www.afdo.org/grants/msgrants/> .

Applications will be due by 7:59 pm eastern time January 31, 2025. (Late applications will not be accepted)



**NCIMS**  
National Conference on  
Interstate Milk Shipments

