An email was received from ACRL that discusses the possibility of reimbursement for CUL activities. The information is attached to the end of this report.

Please feel free to contact Ross Bowron at 931-221-7381 or email bowronc@apsu.edu for further information.
State and regional chapters of the Association of College and Research Libraries (ACRL) are allocated $1.00 per ACRL member, with a $100 minimum allocation given to those chapters with fewer than 100 ACRL members.

According to August 31, 2017 ACRL membership statistics, there are currently 166 ACRL members in the Tennessee chapter. **Your chapter has been allocated $166.00 for the 2017-2018 fiscal year.** Reimbursement requests for this allocation must be submitted by August 15, 2018, as the ALA fiscal year ends August 31, 2018.

ACRL Chapters may spend budgeted resources on any items or activities that support the educational purposes of ACRL’s strategic goals as identified in the strategic plan with two exceptions. 1) The allotted funds may not be used for payment of honoraria or travel to support librarians’ presentations at ALA, ACRL, or ACRL chapter conferences and 2) The allotted funds may not be used to purchase goods or services prohibited by ALA and ACRL policy.

ACRL is empowering you to decide whether your expense is charitable or operational. As the originator of the expense, you will have first-hand knowledge of the purpose of the expense and whether it is educational or operational in nature. Your signature will certify this decision and ACRL/ALA will have a clear paper trail for the expense should it be audited.

In order to receive reimbursement, please submit the Chapter Reimbursement Request form, along with original receipts. The Chapter president/chair must sign the form. This form is available on the ACRL website at [http://www.ala.org/acrl/resources/forms](http://www.ala.org/acrl/resources/forms).

Please review the guidelines on chapter funding, along with reimbursement procedures, in Chapter 5.4-5.5 of the ACRL Guide to Policies and Procedures, available on the ACRL website at [http://www.ala.org/acrl/resources/policies/chapter5](http://www.ala.org/acrl/resources/policies/chapter5).

If you have any questions about this allocation or about ACRL chapters in general, please do not hesitate to contact me at 312-280-5285 or by e-mail, mcolbert@ala.org.