

Name: Yaxi Gao

Purpose: 2026 AMEA Conference

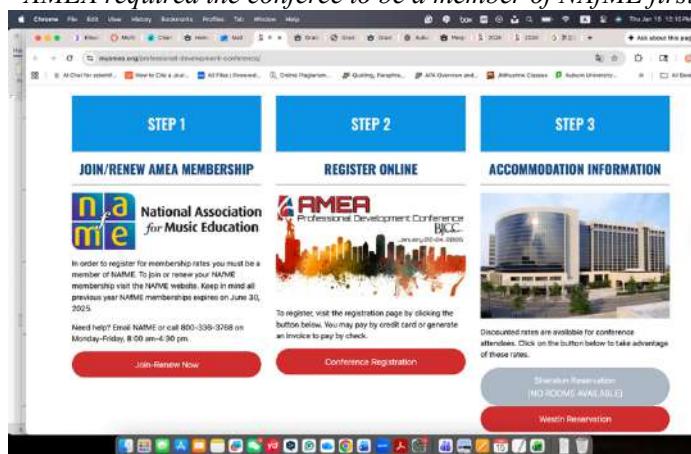
Date: January 21-24, 2026

Grand Total Request: **\$917.5**

Grant Contents:

1. Round transportation fee total = \$210 (including parking fee)
 - a. Round-trip mileage from Auburn to Birmingham: 230 miles
 - i. Standard mileage reimbursement rate: \$0.65 per mile
 - b. Parking: \$30 per night * 2 = \$60 (checked with hotel)
 - c. Total: $230 \times \$0.65 + 60 = \209.50 (rounded to \$210)
2. Registration fee for conference = \$75
 - a. NAfME Membership fee (Required) = \$30
 - b. Conference Register fee = \$40

**AMEA required the conferee to be a member of NAfME first.*



3. Cost of hotel room for 2 nights = \$452.5
4. Per diem meals total = \$180.00
 - a. Jan. 21 - \$25.00 – dinner = \$25
 - b. Jan. 22, 23, 24:
 - i. \$15.00 – breakfast * 3 = \$45
 - ii. \$20.00 – lunch * 2 = \$60
 - iii. \$25.00 – dinner * 2 = \$50