



State of Kansas
Legislative Administrative Services

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Thomas A. Day
Director

MEMORANDUM

TO: Legislative Coordinating Council
FROM: Tom Day
DATE: September 16, 2020
RE: Travel Reimbursement

Since 2020 is an election year for Representatives and Senators, this memo outlines the travel reimbursement guidelines for legislator's not seeking reelection or defeated in primary or general elections.

Legislative Coordinating Council Policy 34, regarding travel reimbursement, has specific guidelines for legislative out-of-state or international travel during election years. Subsection (d), of Policy 34, was added on December 18, 2013 and states:

(d) Any legislator who does not file for reelection by the filing deadline for their current office, who has publicly stated their intention to not seek reelection for their current office, or who was defeated in a primary or general election for their current office, is not entitled to receive reimbursement for expenses in making an out-of-state trip, except that any legislator who serves as an officer, chairperson or vice-chairperson of a committee of a legitimate, recognized legislative organization; or who serves on the executive committee of a legitimate, recognized legislative organization; or who is representing the state in their official capacity at the request of the LCC, may receive reimbursement for such expenses.

Most out-of-state meetings have been canceled or changed to virtual meetings during this 2020 coronavirus pandemic. However, there are some organizations that have not canceled the in-person meetings and this memorandum is to serve as a reminder for travel reimbursement during the remainder of calendar year 2020.