

Payment or Reimbursement of Necessary Expenses

Maurice has been asked to do a conference presentation related to a project he has been working on in his UConn Health department. The conference is in Texas and the sponsor has offered to pay the cost of Maurice's airfare, hotel, meals and conference fees as well as an honorarium of \$750. Under the State Code of Ethics, can Maurice accept the offer? If so, are there any reporting requirements?

Answer:

In this scenario, Maurice is attending the conference in his official UConn Health capacity and is considered to be "actively participating" (which includes activities such as presenting a topic or participating as a member of a discussion panel). As such, Maurice may accept the payment of "necessary expenses" associated with the presentation including airfare (coach class, not first class), lodging for the nights before, of and after the presentation (standard room, not a suite), meals, and conference and related fees (such as for materials). Payment of necessary expenses must be reported to the Office of State Ethics within 30 days of receipt using the [Form ETH-NE—Necessary Expenses](#).

Because Maurice is participating as a UConn Health employee, he may *not*, however, *personally* accept an honorarium for his presentation. An honorarium or stipend may, instead, be directed to UConn Health to be used for future state-related business.

For additional information, refer to the [Necessary Expenses Flowchart](#) and to the [Office of Audit, Compliance and Ethics](#) website. Specific questions may be directed to Ginny Pack, UConn Health Ethics Liaison, at pack@uchc.edu or 860-679-1280.