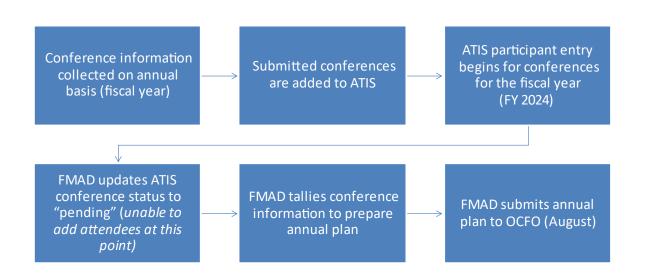
## **FY24 CONFERENCES**



## **Preparing for REE's Annual Plan**







## Approval Authority/Thresholds



- Agency/Staff Office Heads, Senior Accountable Travel Official (SATO), or Delegated Authority approval for all conference and/or training activities that are less than \$40,000. For ARS, the Travel Branch Chief has been delegated authority to approve most conferences costing less than \$40,000.
- Agency/Staff Office Head or SATO approval for conference and/or training activities estimated to cost less than \$75,000; and
- 3. General Offices/Under Secretary's approval for conference and/or training activities estimated to cost more than \$75,000 and less than \$450,000.
- 4. USDA Deputy Secretary's approval for conferences and/or training activities estimated to cost \$450,000 or more.



## **Timeline (Upcoming Milestones)**

Research, Education & Economics Mission Area





Validation and Confirmation of Hosted/Attended Conferences for FY 2024

Mass Uploads of Conferences to ATIS ATIS Participant Entries for Conferences

April 1st

April 1<sup>st</sup> -May 31<sup>st</sup>

May 31st

June 1<sup>st</sup> – July 30<sup>th</sup>