

**TRUE Research Foundation
Conferences and Educational Programs**

Policy #16

The purpose of Policy #16, "Conferences and Educational Programs" is detail the functions of the Conference Department.

1. TRUE Research Foundation, in accordance with its Not-For-Profit 501 (c)(3) status, and 10 USC 2113 (j)(1)(A) accepts grants from and awards grants to all branches, departments, and service organizations within the United States Military for the purpose of carrying out cooperative enterprises in medical research, medical consultation, and medical education.
2. TRUE Research Foundation accepts restricted and unrestricted donations for Continuing Education programs from private, public and DoD donors in the form of educational grants.
3. TRUE Research Foundation manages the funds to support the Continuing Education Programs as specified by the grantor.
4. TRUE is not a "pass-through" organization and will not assist with funds or pay bills when an outside agency or industry pays for speakers, rooms, and/or food arrangements and sends a bill to TRUE, after-the-fact.
5. TRUE Research Foundation provides complete conference planning that includes:

Contracting with the site location for the conference
Sending invitations and programs
Printing program materials
Complete Internet service for:

Marketing the conference
On Line registration
Hotel registrations
Exhibitor's registration and opportunities for education support
CME/CEU accreditations

The Conference Department budgets within the conference budget a minimum of 15% fee to provide the services of managing the conference.

Approved by the Board of Directors: October 12, 2006

