

**STATE OF NEW HAMPSHIRE**  
Honorarium or Expense Reimbursement Report  
Executive Branch – RSA 15-B



Type or Print all Information Clearly:

Name: Madeline Rose Parker Work Phone No. 604-406-4305  
First Middle Last

Work Address: 25 Hall Street, Concord, NH 03301

Office/Appointment/Employment held: Office of Nutrition Programs and Services, NHED

List the full name, post office address, occupation, and principal place of business, if any, of the source of any reportable honorarium or expense reimbursement. When the source is a corporation or other entity, the name and work address of the person representing the corporation or entity in making the honorarium or expense reimbursement must be provided in addition to the name of the corporation or entity.

**Source of Honorarium or Expense Reimbursement:**

Name of source: \_\_\_\_\_  
First Middle Last

Post Office Address: \_\_\_\_\_

Occupation: \_\_\_\_\_

Principal Place of Business: \_\_\_\_\_

**If source is a Corporation or other Entity:**

Name of Corporation or Entity: Kansas State University

Name of Corporate/Entity Representative: Paola Paez, PhD

Work Address of Representative: 152A Justin Hall, Manhattan, KS 66506

Value of Honorarium: \$428 Date Received: \_\_\_\_\_ *If exact value is unknown, provide an estimate of the value of the gift or honorarium and identify the value as an estimate.* Exact  Estimate

Value of Expense Reimbursement: \$231 Date Received: \_\_\_\_\_ *A copy of the agenda or an equivalent document must be attached to this filing.* Exact  Estimate

Briefly describe the service or event this Honorarium or Expense Reimbursement relates to:

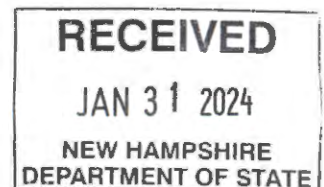
Serving up Science - Food Safety/ Child Nutrition Programs Training

"I have read RSA 15-B and hereby swear or affirm that the foregoing information is true and complete to the best of my knowledge and belief."

Madeline Parker Digitally signed by Madeline Parker Date: 2024.01.30 13:39:46 -05'00' 1/30/2024  
Signature of Filer *Madeline Parker* Date Filed

**RSA 15-B:9 Penalty.** Any person who knowingly fails to comply with the provisions of this chapter or knowingly files a false report shall be guilty of a misdemeanor.

**Return to:** Secretary of State's Office, 107 North Main Street, State House Room 204, Concord, NH 03301



### Serving Up Science: The Path to Safe Food in Schools

Participants must confirm plans to attend Serving up Science the week of April 8-12, 2024, no later than **February 9<sup>th</sup>**. To confirm or decline the invitation to attend, simply email Paola at [paolap@ksu.edu](mailto:paolap@ksu.edu).

#### **TRAVEL:**

As a participant you are responsible for your travel and expenses to get to and from the hotel in Manhattan, KS. However, all other program expenses including meals and lodging are provided Monday evening through noon on Friday.

There are several options you may want to consider in making your travel arrangements. **We expect participants to arrive on Monday, April 8<sup>th</sup>, and depart no earlier than 12:00 PM (noon) on Friday, April 12<sup>th</sup>.** We will host a welcome table at the hotel on Monday night from 6:00-7:00 PM. We encourage you to plan to attend so you can pick up your welcome packet. Class will begin at 8:00 AM on Tuesday, April 9<sup>th</sup>. One of our team members will meet you at the hotel Tuesday morning, to walk with you the three blocks to our building. Program related travel will be provided while you are in Manhattan.

Driving: Some of you are within driving distance, or this may be the most economical way for you to travel to Manhattan, KS. If you would be interested in carpooling with someone in your area, I can help you make those connections. If you are driving, complete your online registration by **March 5<sup>th</sup>, 2024**.

<https://tinyurl.com/April2024SUSregistration>

Flying: To ensure that you get the best possible price on your flights, plan to purchase your flight by February 27<sup>th</sup>. Once you have purchased your flight, use your itinerary to complete the online registration no later than **March 5<sup>th</sup>, 2023**, <https://tinyurl.com/April2024SUSregistration>. Please forward a copy of your flight information to [paolap@ksu.edu](mailto:paolap@ksu.edu).

The most convenient airport is Manhattan Kansas Regional Airport (MHK) which is serviced by American Airlines with connections in Dallas (DFW) and Chicago (ORD). The hotel where we will be housing everyone does provide a free airport shuttle (Uber and Taxi service are generally also available), and the program is hosted within walking distance (5-10 minutes) of the hotel so no rental car would be needed. Other airports in the region include Salina, KS, (SLN) serviced by United, and Kansas City, MO, (MCI) serviced by several major carriers. If you choose to fly to one of these airports, you will need to arrange for a rental car or shuttle service. Salina is a one-hour drive from Manhattan, and Kansas City is a two-hour drive. If you are interested in carpooling or sharing a shuttle from Kansas City or Salina, I can help you connect with other participants.

Hotel and Meals: Kansas State University will cover the cost of your hotel room (April 8-12), and the cost of your meals starting with dinner on Monday through lunch on Friday (depending on actual departure/arrival time from your home/office). The hotel provides breakfast, lunch will be provided during the day (T-Fr), and dinner (M-Th) will be reimbursed following the State of Kansas per diem rate of approximately \$26 for dinner and following the Kansas reimbursement process (**an IRS W-9 form is required for reimbursement – it will be collected while you are in Manhattan**). I will make your Manhattan hotel reservation at the Bluemont Hotel, and Kansas State University will be billed directly for your room.