

## **HONORARIA**

The purpose of this policy is to provide guidelines to employees when offered an honorarium for a speech, appearance, article, or similar items or activity.

- No employee of the Washington School for the Deaf (WSD) may accept an honorarium for any speech, appearance, article, or similar activity that is connected with the employee's official duties.
  - WSD will not grant exceptions to this policy.
- Reimbursement to WSD, for reasonable expenses incurred by the WSD employee, for travel and subsistence in connection with a speech, presentation, appearance, etc., made in an official capacity, may be accepted.
  - The reimbursement check shall be made payable to the Washington School for the Deaf, and the person/organization offering the reimbursement is not:
    - seeking or is reasonably expected to seek a contractual relationship with WSD, and the employee is in a position to participate in the terms of the award of the contract or grant; or
    - seeking or opposing, and is not likely to seek or oppose, enactment of legislation or adoption of administrative rules, actions, or policy changes by WSD.
- A WSD employee may accept money or an item of economic value for a speech or other activity that is not related to the employee's official role.

**Adopted: December 14, 2007**