



NATIONAL GUARD BUREAU

1636 DEFENSE PENTAGON
WASHINGTON, DC 20301-1636

JUN 02 2026

MEMORANDUM FOR THE ADJUTANTS GENERAL AND THE COMMANDING GENERAL OF THE DISTRICT OF COLUMBIA

Subject: Travel and Funding Guidance for the 2026 National Guard Association of the United States Conference for State Attendees

References: See Attachment 1.

1. This memorandum provides the Chief of the National Guard Bureau's attendance, travel, and funding guidance for the 2026 National Guard Association of the United States Conference, from 28 to 31 August 2026, at the Indiana Convention Center in Indianapolis, Indiana, at the discretion of The Adjutants General and the Commanding General of the District of Columbia, and in accordance with the references.
2. This guidance applies to all Service members of the National Guard, regardless of duty or employment status.
3. Federally funded National Guard travel to this conference for professional development will be the limited amounts in Attachment 2, "Conference Spending Limits for the National Guard Association of the United States (28 to 31 August 2026)," using existing resources. No additional Federal funds will be provided. Attachment 3 is "Conference Attendance Guidance."
4. The United States Property and Fiscal Officers and the National Guard Bureau Comptroller will track all expenses for conference attendees and submit to National Guard Bureau Comptroller office for confirmation of all expenses.
5. Point of contact is Colonel James Triplett; NGB-CT; 520-671-6738.

A handwritten signature in black ink, appearing to read "T.M. Carden Jr." with a stylized flourish at the end.

THOMAS M. CARDEN JR.
General, USA
Vice Chief, National Guard Bureau

Attachments:
As stated

ATTACHMENT 1

REFERENCES

- a. Chief of the National Guard Bureau Instruction 1400.25, Vol. 630, 23 April 2021, "National Guard Technician and Civilian Absence and Leave Program"
- b. Title 31 United States Code, Section 1353, "Acceptance of Travel and Related Expenses from Non-Federal Sources"
- c. Army Regulation 600-8-10, 03 June 2020, "Leave and Passes"
- d. Air Force Instruction 36-3003, 26 February 2026, "Military Leave Program"
- e. 41 Code of Federal Regulations, Chapter 304, 01 July 2021, "Payment of Travel Expenses from a Non-Federal Source"
- f. Chief of the National Guard Bureau Instruction 8100.01A, 23 June 2025, "National Guard Conference Policy"
- g. 5 Code of Federal Regulations, Part 630, "Absence and Leave" As amended, 18 March 2024

ATTACHMENT 2

CONFERENCE SPENDING LIMITS FOR THE NATIONAL GUARD ASSOCIATION OF
THE UNITED STATES (28 to 31 AUGUST 2026)

State	Total for 1 Attendee	Total Amount for State	State	Total for 1 Attendee	Total Amount for State
Alabama	\$2,155	\$9,020	New York	\$2,140	\$8,960
Alaska	\$2,676	\$11,104	North Carolina	\$2,528	\$10,512
Arizona	\$2,193	\$9,172	North Dakota	\$2,224	\$9,296
Arkansas	\$2,310	\$9,640	Ohio	\$2,100	\$8,800
California	\$2,356	\$9,824	Oklahoma	\$2,127	\$8,908
Colorado	\$2,041	\$8,564	Oregon	\$2,182	\$9,128
Connecticut	\$2,082	\$8,728	Pennsylvania	\$2,456	\$10,224
Delaware	\$2,476	\$10,304	Puerto Rico	\$2,103	\$8,812
District of Columbia	\$2,996	\$12,384	Rhode Island	\$2,046	\$8,584
Florida	\$2,549	\$10,596	South Carolina	\$2,160	\$9,040
Georgia	\$2,038	\$8,552	South Dakota	\$2,056	\$8,624
Guam	\$4,552	\$18,608	Tennessee	\$2,374	\$9,896
Hawaii	\$2,735	\$11,340	Texas	\$2,613	\$10,852
Idaho	\$2,176	\$9,104	Utah	\$2,690	\$11,160
Illinois	\$2,137	\$8,948	Vermont	\$2,138	\$8,952
Indiana	\$1,605	\$6,420	Virgin Islands	\$4,579	\$18,716
Iowa	\$2,056	\$8,624	Virginia	\$2,165	\$9,060
Kansas	\$2,190	\$9,160	Washington	\$2,354	\$9,816
Kentucky	\$2,552	\$10,608	West Virginia	\$2,767	\$11,468
Louisiana	\$2,150	\$9,000	Wisconsin	\$1,958	\$8,232
Maine	\$2,182	\$9,128	Wyoming	\$2,393	\$9,972
Maryland	\$2,356	\$9,824			
Massachusetts	\$1,992	\$8,368			
Michigan	\$2,157	\$9,028			
Minnesota	\$2,225	\$9,300			
Mississippi	\$2,272	\$9,488			
Missouri	\$2,275	\$9,500			
Montana	\$2,528	\$10,512			
Nebraska	\$2,247	\$9,388			
Nevada	\$2,687	\$11,148			
New Hampshire	\$2,211	\$9,244			
New Jersey	\$2,186	\$9,144			
New Mexico	\$2,238	\$9,352			

ATTACHMENT 3

CONFERENCE ATTENDANCE GUIDANCE

1. Attendance. Attendance to the National Guard Officer Association of the United States (NGAUS) is voluntary. Supervisors are encouraged to approve requests for this purpose, subject to mission requirements. Any Service member scheduled for Inactive Duty Training during the conference must adhere to Unit Commanders' guidance for rescheduling unit training assembly and Inactive Duty Training to be performed on an alternate date. Personnel attending in an official capacity either for Professional Development or as Speakers will be in the uniform of the day throughout official activities.

2. Full-Time Employees. Full-time employees are not authorized to attend these conferences in an official duty status. The following exceptions apply:

a. Active Guard Reserve (AGR) and other Full-Time National Guard Duty (FTNGD) Personnel. AGR and FTNGD members may submit requests to attend the NGAUS Conference in an administrative absence status, which incurs no charge of leave, in accordance with Army Regulation 600-8-10, "Leave and Passes," 03 June 2020, Air Force Instruction 36-3003, "Military Leave Program," 30 March 2023, Incorporating guidance memorandum DAFI36-3003_AFGM2023-04, and Title 31 United States Code Section 1353, "Acceptance of Travel and Related Expenses from Non-Federal Sources." They must enter these requests through their full-time leave accountability system before the conference. Any AGR or FTNGD member who makes a request is considered either an official of the organization or an official delegate to the conference. The requesting AGR or FTNGD member must register for and attend the conference professional development sessions. Travel and transportation costs while in an administrative absence status are personal expenses funded entirely by the AGR or FTNGD member and will not be reimbursed by the Government. However, if an AGR or FTNGD member is authorized to attend the conference in an official capacity to participate in the conference's content rather than its functions then they will travel in an official-duty, Federally-funded status.

b. Federal Technicians. Federal Technicians may submit requests to attend the NGAUS Conference in an "excused absence" status, in accordance with Chief of the National Guard Bureau Instruction 1400.25, Vol. 630, "National Guard and Technician and Civilian Absence and Leave Program," 23 April 2021. These requests must be in writing and made before the conference. Supervisors must ensure that any Technician who makes a request is either an official of the organization or an official delegate to the conference, and that the requesting Technician understands that he or she must register and attend the conference developmental sessions. Travel and transportation costs while in an excused absence status are personal expenses funded entirely by the Technician and will not be reimbursed by the Government.

3. Federally-funded Professional Development Opportunities for Company Grade Officers, Warrant Officer, and Use of Annual Training. The guidance for Professional Development Attendees and Additional Authority to Use Annual Training is outlined below.

a. Professional Development Attendees. Personnel are to be selected to represent their State, Territory, or the District of Columbia at the NGAUS Conference in a Federally-funded professional development status with authorization by The Adjutants General, the Commanding General of the District of Columbia, or designated authorizing official. Each State, Territory, and the District of Columbia are authorized to send as many participants as they deem appropriated within the limit of their projected total expense in Attachment 2. Each participant selected and Federally-funded for professional development attendance must understand that in this status they will attend all scheduled National Guard-sponsored professional development sessions.

b. Additional Authority to Use Annual Training. The Adjutants General, the Commanding General of the District of Columbia, or designated authorizing official may authorize up to five Annual Training days, including travel, for personnel to attend the NGAUS Conference in an official duty capacity for professional development. Each Service member authorized to attend in this status will use the Defense Travel System to generate their travel expense outside of Annual Training days cost incurred.

4. General Services Administration Vehicles. The use of General Services Administration vehicles is not authorized for travel to the conference unless the cost associated to support the Federally-funded professional development participants is a more economical means of travel to the conferences, using the Defense Travel System Worksheet.

5. Authority to Authorize Attendance. The Adjutants General, the Commanding General of the District of Columbia, or Civilian equivalent authorizing official may authorize attendance, including travel, for Officers, Warrant Officers, and Enlisted personnel to attend NGAUS in an official duty capacity for professional development. Each Service member authorized to attend by their respective general officers in this status must attend all scheduled conference business and professional development sessions.

