



Young Jains of America

Federation of Jain Associations in North America

A Non-Profit Tax Exempt Religious Organization. IRS Code Section 501 (c)(3) EI #54-1280028

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Constitution and By-Laws of Young Jains of America

ARTICLE I – NAME

The name of the organization shall be: Young Jains of America (“**YJA**”) (herein referred to as the “**Organization**”), which is an entity of Federation of the Jain Associations in North America (“**JAINA**”), a non-profit religious organization. For the purpose of this document, North America is defined as being composed of the United States of America and Canada.

ARTICLE II – DEFINITIONS

1. “**Constitution of YJA**” means this Constitution and By-Laws of Young Jains of America.
2. “**Constitution of JAINA**” means the Constitution and By-Laws of JAINA, found at <http://www.jaina.org> or the then current website.
3. “**Entity**” means the youth wing(s) of JAINA that have their own Constitution and By-Laws covering their standard operating procedures, as described in the Constitution of JAINA.
4. “**Executive Board**” means the governing body responsible for the operations of the Organization, as further described in Article V “The Executive Board” below.
5. “**Co-Chairs**” means the two (2) individuals of the Executive Board responsible for overseeing the responsibilities and duties of the entire Executive Board.
6. “**Regional Coordinator**” means the individual member of the Executive Board responsible for one (1) of the six (6) regions, as further described in Article VII “Regions of North America” below.
7. “**Director**” means the individual member of the Executive Board who shall serve as the lead on a specific initiative of the Organization.
8. “**Local Representative**” means any individual who assists any member of the then current Executive Board members with activities, including, for example, activities in their local area and/or at their local Jain center. A Local Representative is not a member of the Executive Board.
9. “**Board of Trustees**” means the five (5) individuals responsible for providing advice and guidance to the Executive Board and the Organization, as further described in Article VIII “Board of Trustees” below.

10. “**Board of Trustees Vote**” means a minimum of three (3) affirmative votes by the Board of Trustees to pass and/or approve of a voting measure.
11. “**Quorum**” means three-fifths (3/5) of the Executive Board, and at least one (1) Co-Chair, rounded up to the nearest person, that must be present to make a meeting valid, and/or initiate an amendment, and/or vote on a resolution.
12. “**YJA Operating Manual**” means the online document containing general rules, procedures, guidelines, and requirements not specifically referenced in this Constitution of YJA.

ARTICLE III – MISSION, OBJECTIVES, AND GENERAL POLICIES

Mission.

The Mission of the Organization is to be recognized nationally and internationally as an umbrella Jain youth organization for establishing a network for and among youth to share Jain heritage and religion.

Objectives.

The primary Objectives of the Organization shall be:

1. To raise awareness about Jain ideals and principles in North America and the world;
2. To create a forum for sharing Jain religion;
3. To instill a sense of pride among youth about Jain heritage;
4. To address the problems, difficulties, and concerns facing Jain youth;
5. To assist and to promote charitable community activities;
6. To prepare youth, who ascribe to Jain values, to become successful leaders of tomorrow;
7. To develop friendships among the youth, who ascribe to Jain values; and
8. To foster and strengthen local Jain youth groups.

General Policies.

1. The Organization shall be governed and qualified by the policies set forth in this Constitution of YJA and the Constitution of JAINA.
2. The name of the Organization shall not be used in connection with any commercial or partisan interest, or for any purpose not appropriately related to promotion of the Objectives of the Organization, without the express consent of the two (2) Co-Chairs, or in the event two (2) Co-Chairs are unavailable, one (1) Co-Chair and three (3) members of the Board of Trustees.
3. The Organization may cooperate with other organizations for cultural, religious and charitable purposes related to the promotion of the Objectives of the Organization.

ARTICLE IV – MEMBERSHIP

There shall be three (3) types of membership recognized by the Organization:

1. Individual Membership;
2. Organizational Membership; and
3. Patron Membership.

Individual Membership.

The Organization shall grant Individual Membership status to any individual, between the ages of fourteen (14) and twenty-nine (29), inclusive, who is interested in the Jain religion.

Organizational Membership.

1. The Organization shall grant Organizational Membership status to any Jain center, college, university or youth group having:
 - a. Membership of five (5) or more youth who are eligible for Individual Membership;
 - b. Subscribed to the Objectives set forth in Article III "Mission, Objectives, and General Policies"; and
 - c. Incorporated in its official name either of the following:
 - i. "Chapter of Young Jains of America"; or
 - ii. "Affiliated with Young Jains of America"; or
 - iii. "YJA Affiliated Chapter".
2. If youth are members of multiple Jain centers, colleges, universities or youth groups, only membership in their primary Jain center, college, university or youth group shall be considered for enumeration.

Patron Membership.

The Organization shall grant Patron Membership status to any individual over the age of twenty-nine (29), who supports the Objectives and Mission of the Organization. However, Patron members are ineligible to hold any position on the Executive Board.

ARTICLE V – THE EXECUTIVE BOARD

The governing body responsible for the operations of the Organization shall be an Executive Board, of a maximum of sixteen (16) members, constituted as follows:

1. Up to two (2) Co-Chairpersons (“**Co-Chairs**”);
2. Up to eight (8) Directors; and
3. Up to six (6) Regional Coordinators, one from each of the following six (6) regions of North America, as defined and further described in Article VII “Regions of North America” below.

Individuals serving on the Executive Board must be a minimum of eighteen (18) years of age, or be sixteen (16) years of age and either:

1. Have served as a recognized Local Representative with a letter of recommendation from a then current Executive Board member; or
2. Submit, with their application, a letter of recommendation from a member of the executive committee from their local Jain center.

Individuals serving on the Executive Board may not be over the age of twenty-nine (29) during the entirety of their term.

Individuals serving on the Executive Board shall strive to meet duties set forth in Article VI “Duties of the Executive Board” below.

ARTICLE VI – DUTIES OF THE EXECUTIVE BOARD

Executive Board.

The primary duties of the Executive Board shall include, but not be limited to:

1. Being the decision-making body of the Organization, with each Executive Board member having one (1) vote on all issues;
2. Promoting and executing the Objectives of the Organization, or establishing new objectives as necessary, to be confirmed by the policies set forth in Article XV “Amendments” below;
3. Establishing and approving of Committees (as described in Article XII “Committees” below) to facilitate the Organization’s activities;

4. Designating one (1) Executive Board member as an official officer to record and maintain minutes of the Organization's official matters;
5. Nominating members for the Board of Trustees, and electing members to the Board of Trustees as further described in Article IX "Elections" below;
6. Managing (raising, appropriating, and donating) funds for activities which promote the Mission and Objectives of the Organization;
7. Approving any expenditure, disposition of asset, or income of US \$2,000 or greater per project in the form of a budget by a three-fourths (3/4) majority approval, rounded up to the nearest person, where Quorum is present. For projects US \$10,000 or greater, a Board of Trustees Vote is also necessary; and
8. Planning and hosting its conventions, as further described in the By-Laws below, once every two (2) years in even calendar years, preferably in the month of July or August, but no earlier than 15th of May (herein referred to as the "**YJA Convention**").

Co-Chairs.

The primary duties of the Co-Chairs shall include, but not be limited to:

1. Being the official spokespersons for the Organization;
2. Promoting the Mission and Objectives of the Organization;
3. Providing leadership and overall direction of the Organization;
4. Fulfilling their individual obligations as set forth in the YJA Operating Manual;
5. Establishing, in conjunction with the Directors, Regional Coordinators, and Board of Trustees, goals for the Organization for the year;
6. Executing the set-forth goals;
7. Appointing, as needed, a Committee (as defined in Article XII "Committees" below) to accomplish specific goals and designate its Chairs(s);
8. Informing the Board of Trustees and JAINA Executive Committee once every two (2) months of the Organization's recent events, current activities, and planned events; and
9. Leading the Organization's Executive Board meetings.

Directors.

The primary duties of the Directors shall include, but not be limited to:

1. Assisting the Co-Chairs in the execution of their duties;
2. Fulfilling their individual obligations as set forth in the YJA Operating Manual; and
3. Assisting the Regional Coordinators in the execution of their duties.

Regional Coordinators.

The primary duties of the Regional Coordinators shall include, but not be limited to:

1. Being effective spokespersons for the Organization in their respective regions;
2. Fulfilling their individual obligations as set forth in the YJA Operating Manual;
3. Acting as a liaison between the Local Representatives and the Executive Board;
4. Relaying information to their respective regions about the Organization's activities, projects, or other national events; and
5. Forwarding ideas and concerns from their regions to the Executive Board.

ARTICLE VII – REGIONS OF NORTH AMERICA

For administrative purposes, the regions of North America referred to in Article V “The Executive Board” of this Constitution of YJA shall be divided into six (6) regions. The six (6) regions are the Mid-Atlantic (MA), Mid-West (MW), Northeast (NE), South (SO), Southeast (SE) and West (WE), and shall comprise of the following states and provinces:

1. **Mid-Atlantic Region:** Delaware; Maryland; New Jersey; New York (South of Westchester County, inclusive); Pennsylvania; Virginia; Washington, DC; West Virginia.
2. **Mid-West Region:** Illinois; Indiana; Iowa; Kansas; Kentucky; Michigan; Minnesota; Missouri; Nebraska; North Dakota; Ohio; South Dakota; Wisconsin; Ontario, Canada; Manitoba, Canada.
3. **Northeast Region:** Connecticut; Maine; Massachusetts; New Hampshire; New York (North of Westchester County, exclusive); Rhode Island; Vermont; Quebec, Canada.
4. **South Region:** Arkansas; Louisiana; New Mexico; Oklahoma; Texas.
5. **Southeast Region:** Alabama; Florida; Georgia; Mississippi; North Carolina; South Carolina; Tennessee.
6. **West Region:** Alaska; Arizona; California; Colorado; Hawaii; Idaho; Montana; Nevada; Oregon; Utah; Washington; Wyoming; Alberta, Canada; British Columbia, Canada; Saskatchewan, Canada.

ARTICLE VIII – MEETINGS

General.

1. The Executive Board shall attempt to meet two (2) times, physically, one at the beginning of the term, between July and October, (“**Summer Meeting**”), and another mid-term, between January and April, (“**Winter Meeting**”) for conducting the general business of the Organization.

2. Amendments to this Constitution of YJA, or resolutions such as expenditures, or removal of an Executive Board member, may be presented at either the Summer Meeting or Winter Meeting, and may be presented at any other time during an Executive Board member's term. Quorum must be established for each amendment or resolution separately.
3. Voting on each amendment or resolution shall be conducted by secret ballot, unless the Executive Board unanimously agrees upon an alternate method, such as open ballot.

Discussions and Virtual Meetings.

1. The Executive Board may conduct its official business through the use of telephone, mail, fax, and electronic mail, or other communication devices.
 - a. With the requisite funds available, the expenses incurred in reserving hotel accommodations and meeting space for the Summer Meeting and Winter Meeting shall be paid for in its entirety by the Organization.
 - b. With the requisite funds available, for any Executive Board Member, individual leading a Convention Committee, and others approved by the Co-Chairs attending the Summer Meeting and/or Winter Meeting ("**Attending Member**"), an Attending Member's approved travel expense (i.e., airfare approved by the Co-Chairs and/or a designee of the Co-Chairs) shall be reimbursed for the outstanding amount after the Attending Member has paid the initial \$175 (the "**Initial Travel Cost**"). However, the Initial Travel Cost may be adjusted by the Co-Chairs to reflect the current costs in traveling to and from the Summer Meeting and Winter Meeting.
2. For matters requiring approval of the Executive Board, all Executive Board members shall be informed by at least one of the aforementioned communication devices, at least two (2) days prior to tallying and enacting a measure.
3. For votes taken by means other than in person meetings, the number of votes cast shall be used to establish Quorum. Abstentions shall count toward such Quorum.

ARTICLE IX – BOARD OF TRUSTEES

General.

1. The Board of Trustees shall be composed of a total of four (4) Patron Members or past members of the Organization's Executive Board who have served a minimum of one (1) full term and one (1) representation of the Organization's Executive Board by the Co-Chairs, who shall vote as one on behalf of the Executive Board.
2. Individuals serving on the Board of Trustees must be a minimum of twenty-five (25) years of age and not a then current Executive Board member.

3. The term of a member of the Board of Trustees shall be two (2) years. A member of the Board of Trustees may serve up to a maximum of two (2) consecutive terms.
4. For all voting issues, each member of the Board of Trustees shall receive one (1) vote.

Primary Duties.

The primary duties of the Board of Trustees include, but not be limited to:

1. Providing general guidance and direction to the Executive Board and to the Organization;
2. Providing advice and counsel based on the Objectives of the Organization;
3. Approving any expenditure, disposition of asset, or income of US \$10,000 or greater than per project made by the Executive Board in the form of a budget for the project by a Board of Trustees Vote;
4. Inspecting and auditing all financial practices as well as statements, at least once every four (4) months;
5. Ensuring that this Constitution of YJA is established and followed within the Organization, and to report any wrongdoing or inappropriate actions by the Executive Board to JAINA; and
6. Assisting in resolving disagreements between the Executive Board and other organizations.

ARTICLE X – ELECTIONS

General.

1. An Executive Board member shall be elected by a Simple Majority vote of the Quorum present. "Simple Majority" is defined as more positive than negative votes. Abstentions shall count toward such Quorum.
2. The full term of an elected Executive Board member shall be one (1) year and begin at the Summer Meeting, or, if appointed outside of the normal election cycle by the Executive Board Nomination Procedures set forth in the By-Laws below, from the start date of the appointment. The Summer Meeting shall also be the termination date for all the departing Executive Board members.
3. An Executive Board member may only serve for a maximum of four (4) terms.
4. An Executive Board member who has served, as a full and/or acting member of the Executive Board, for twenty (20) of the twenty-four (24) consecutive months, and/or two (2) consecutive terms, prior to an election shall not be eligible to run in that election, except for the position of Co-Chair.
5. For any Executive Board position, an Executive Board member who has served as a full and/or acting member of the Executive Board, for thirty-two (32) of the thirty-six (36) consecutive months, and/or three (3) consecutive terms prior to an election shall not be eligible to run in that election.
6. If appointed outside of the normal election cycle, including vacancies on the Executive Board, a replacement may be nominated and elected by the Executive Board Nomination Procedure set forth in the By-Laws below, and, once elected, serve for the remainder of the term.

- a. Replacements, once elected, shall be considered full members of the Executive Board with full voting privileges.
 - b. Replacements who serve for less than eight (8) months shall not have that time count against the term limits.
 - c. Replacements who have served twenty (20) of the twenty-four (24) months prior to the term in which the vacancy occurs may only serve in an acting capacity for six (6) months at which point they must be replaced. Persons who have served for four (4) terms at any point may not serve again in an acting capacity.
7. An ad-hoc Election Committee, as further described in the By-Laws below, shall be appointed to facilitate the election of a new Executive Board.

Eligibility.

1. Applications for the position of Co-Chair shall be accepted from individuals who:
 - a. Are on the then current Executive Board; or
 - b. Have served at least one (1) prior full term on the Executive Board as detailed above; or
 - c. Have served as YJA Convention Co-Chair (a member of the YJA Convention Committee, as further described in the By-Laws below) from the date of selection of the YJA Convention Committee. The then current Co-Chairs shall confirm the eligibility upon consultation with the Board of Trustees.
 - d. In the event that the then current Executive Board is unable to elect one (1) or more Co-Chairs by a simple majority vote, the election process will follow the Executive Board Nomination Procedure, as further described in the By-Laws below.
2. Applications for the position of Director of Project Development shall be accepted from individuals who:
 - a. Are on the then current Executive Board; or
 - b. Have served one (1) prior full term on the Executive Board; or
 - c. Have served as a recognized Local Representative with a letter of recommendation from a then current Executive Board member; or
 - d. In the event that the then current Executive Board is unable to elect a Director of Project Development based on the above criteria, and by a simple majority vote, the election process will follow the Executive Board Nomination Procedure, as further described in the By-Laws below.
3. Applications for any Director or Regional Coordinator position shall be accepted from individuals who:
 - a. Are a minimum of eighteen (18) years of age; or
 - b. Individuals who are sixteen (16) years of age and have either:

- i. Served as a recognized Local Representative with a letter of recommendation from a then current Executive Board member; or
 - ii. Submit, with their application, a letter of recommendation from a member of the executive committee from their local Jain center.
- c. In the event that the then current Executive Board is unable to elect any Director(s) or Regional Coordinator based on the above criteria, and by a simple majority vote, the election process will follow the Executive Board Nomination Procedure, as further described in the By-Laws below.

Board of Trustees.

1. All nominees set forth by the Executive Board must be approved by the Executive Board through a simple majority vote, where Quorum is present.
2. The Board of Trustees shall be elected by the then current Executive Board by a simple majority vote.

ARTICLE XI – FISCAL YEAR

The fiscal year of the Organization shall commence on August 1st and end on July 31st.

ARTICLE XII – COMMITTEES

General.

1. Upon confirmation by at least one (1) Co-Chair, any member of the Executive Board shall have the authority to appoint Standing, Operational and Ad-hoc committees as needed, as further described below.
2. The Executive Board and/or Co-Chairs shall receive periodic updates from the appointed Committee(s) Chair(s).
3. Each Committee shall have a stated beginning and end date (if an end date is applicable).
4. All actions and decisions of the appointed Committee(s) shall be confirmed by the Committee Chair(s) and one of the then current Co-Chairs.
5. The Executive Board may terminate all actions and decisions of any Committee(s) by a three-fourths (3/4) majority vote, rounded up to the nearest person, at which Quorum is present.

Standing Committee(s).

1. Standing committees are those which provide continuing services to the community to achieve the goals and Objectives of the Organization, including, for example, the Education Committee, or committees under the Director of Project Development or Director of Fundraising.
2. Members of a Standing Committee need not be members of the then current Executive Board but the Standing Committee Chair shall preferably be a member of the then current Executive Board.

Operational Committee(s).

Operational committees are those which are required to execute functions of the Organization, including, for example, the IT/Website Committee, or committees under the Director of Finance or Director of Public Relations.

Ad-hoc Committee(s).

1. Ad Hoc committees are those which are established to accomplish a specific purpose, including, for example, the Election Committee or the YJA Convention Committee (which shall be appointed by the then current Executive Board for each YJA Convention).
2. The Ad-hoc Committee should be dissolved once their task is completed unless new additional responsibilities are defined.

ARTICLE XIII – REMOVAL OF ELECTED MEMBER

The rights and privileges of any Executive Board member or Board of Trustee may be revoked if the Mission and/or Objectives of the Organization are violated. The removal of an Executive Board member must be confirmed by three-fourths (3/4) majority of the Executive Board, rounded up to the nearest person, where Quorum is present. The removal of a Board of Trustee must be confirmed by a three-fourths (3/4) majority of the Executive Board, rounded up to the nearest person, and a Board of Trustees Vote.

ARTICLE XIV – DISSOLUTION

In the event of the dissolution of the Organization, the assets of the Organization will be donated to JAINA, at the approval by simple majority, rounded up to the nearest person, of the Executive Board as well as the Board of Trustees.

ARTICLE XV – AMENDMENTS

Amendments to the Constitution of YJA or By-Laws may be introduced by any Executive Board member.

Upon the three-fourths (3/4) majority vote of the Executive Board, rounded up to the nearest person, where Quorum is present, and a Board of Trustees Vote, all amendments and modifications to the Constitution of YJA or By-Laws shall be approved.

By-Laws

1. ELECTION COMMITTEE.

- a. An ad-hoc Election Committee, shall be appointed to facilitate the election of a new Executive Board with tasks including, but not limited to:
 - i. Setting reasonable timelines for election processes, including deadlines for applications;
 - ii. Ensuring the applications are made available in a timely manner;
 - iii. Ensuring appropriate marketing efforts to promote elections;
 - iv. Notifying all applicants that their application(s) and resume(s) have been received;
 - v. Organizing and setting the interview timetable for all applicants;
 - vi. Ensuring the Executive Board is made aware of the rules and stipulations around the election process;
 - vii. Collaborating with the Board of Trustees to set-up closed polls for voting;
 - viii. Communicating the election results to all applicants; and
 - ix. Releasing the names of newly elected Executive Board.
- b. The Election Committee shall consist of at least one (1) Co-Chair and a minimum of two (2) members of the Executive Board, none of whom are applying for re-election. The formation of the Election Committee shall be made no later than July 15th of each year and shall be dissolved upon conclusion of the election cycle.
- c. In the event a minimum of three (3) members of the Executive Board cannot join to form the Election Committee, the Election Committee shall be comprised of any three (3) members of the Executive Board, no more and no less, selected by one (1) or both of the Co-Chairs.

2. EXECUTIVE BOARD NOMINATION PROCEDURE

- a. The Executive Board Nomination Procedure may be utilized in the event of:
 - i. One (1) or more of the positions on the Executive Board are not filled by the normal election process; or
 - ii. A mid-term vacancy.
- b. The appointed Election Committee, or in the event of a mid-term vacancy, a minimum of one (1) Co-Chair and any one (1) member of the current Executive Board, shall be responsible for facilitating the following:
 - i. Notifying the then current Executive Board of the vacant position(s);
 - ii. Informing the then current Executive Board that they have a maximum of one (1) week to nominate a qualified individual or individual(s) for the vacant position(s), based on the nomination criteria as further describe below;

- iii. Organizing and setting the interview timetable, if necessary, for all nominees, after which the normal election process of review and closed poll voting shall take place;
 - iv. Communicating the election results to all nominees; and
 - v. Releasing the names of newly elected Executive Board member.
- c. In the event that one (1) or more of the positions on the Executive Board are not filled by Executive Board Nomination Procedure, the appointed Election Committee, or in the event of a mid-term vacancy, a minimum of one (1) Co-Chair and any one (1) member of the current Executive Board, shall be responsible for continuing to facilitate the Executive Board Nomination Procedure until the vacancy is filled.
- d. Alternatively, in the event that one (1) or more of the positions on the Executive Board are not filled by Executive Board Nomination Procedure, a single member of the appointed Election Committee, or in the event of a mid-term vacancy, any member of the then current Executive Board, can make a motion to leave the position(s) vacant and such motion shall be confirmed by a three-fourths (3/4) majority vote, rounded up, of the then current Executive Board when Quorum is present, upon which the election cycle is considered complete and the Election Committee shall be dissolved.

3. NOMINATION CRITERIA

- a. Nominees for the position of Co-Chair shall be accepted from individuals who:
- i. Have served at least one (1) prior full term on the Executive Board as detailed in this Constitution of YJA; or
 - ii. Have served as YJA Convention Co-Chair (a member of the YJA Convention Committee) from the date of selection of the Convention Committee. The then current Co-Chairs shall confirm the eligibility upon consultation with the Board of Trustees.
 - iii. All Co-Chair nominations must be seconded by a member of the then current Executive Board.
- b. Nominees for the position of Director of Project Development shall be accepted from individuals who:
- i. Have served one (1) prior full term on the Executive Board; or
 - ii. Have served as a recognized Local Representative with a letter of recommendation from a then current Executive Board member, any Director position, or Regional Coordinator.
 - iii. All Director of Project Development nominations must be seconded by a member of the then current Executive Board.

- c. Nominees for any Director or Regional Coordinator position shall be accepted from individuals who:
 - i. Are an a minimum of eighteen (18) years of age; or
 - ii. Individuals who are sixteen (16) years of age and have either:
 - 1. Served as a recognized Local Representative with a letter of recommendation from a then current Executive Board member; or
 - 2. Submit, with their nomination, a letter of recommendation from a member of the executive committee from their local Jain center.
 - iii. All Director or Regional Coordinator nominations must be seconded by a member of the then current Executive Board.

4. YJA CONVENTION

- a. The venue of the biennial YJA Convention shall be decided by a majority vote of the Executive Board.
- b. The Executive Board shall appoint an ad-hoc YJA Convention Committee comprising of a maximum of two (2) YJA Convention Co-Chairs, and any reasonable number of co-leads to various ad-hoc convention committees (including, but not limited to, for example, a Daytime Programming Committee, a Registration Committee, a Fundraising Committee, etc.) for managing the YJA Convention.
 - i. The duties, authorities, term, and structure for each of these convention committees are further defined in the YJA Operating Manual.
- c. Each convention committee shall be assigned a budget and responsibility to stay within the assigned budget. Any deviation in the convention committee budget must be approved by the Co-Chairs and YJA Convention Co-Chairs, making sure that the overall budget numbers are not compromised.
 - i. Any expenditure by any convention committee that is of US \$2,000 or greater per project requires a three-fourths (3/4) majority approval, rounded up to the nearest person, of the Executive Board where Quorum is present. For projects US \$10,000 or greater, a Board of Trustees Vote is also necessary.
- d. Except for keynote speakers, chief guests and spiritual leaders (Sadhus and Sadhvijis) and other speakers authorized by a minimum of two Co-Chairs, with at least one being an Executive Board Co-Chair, no other speaker shall be reimbursed for travel expenses from the convention budget.