

Qualified Member

Current Professional Members of NCHRA

Guidelines for Benefit Funding for NCHRA Professional Members Only

The NCHRA Board will review funding and events annually. At the Board's discretion, based on financial stability, the board may allow a higher or lower number of benefits to be received based on member needs. The Board will then determine, based on the group's financial means, the number of benefit funding available.

Benefit description for items under this benefit:

SHRM-CP/SHRM-SCP Preparation Course: The preparation class will be reimbursed for half the course fee for one **professional member** each year *one time* by NCHRA. Proof of course completion is required and must be submitted to the board of directors prior to reimbursement. If employer will not pay the cost.

The preparation class will be reimbursed for half the course fee for one **SHRM member** each year *one time* by NCHRA. Proof of course completion is required and must be submitted to the board of directors prior to reimbursement. If employer will not pay the cost.

CP/SCP Certification Exam: The exam will be reimbursed for half the exam fee for one **professional member** each year *one time* by NCHRA upon submission of proof of a passing the exam. If employer will not pay the cost.

The exam will be reimbursed for half the exam fee for one **SHRM member** each year *one time* by NCHRA upon submission of proof of a passing the exam. If employer will not pay the cost.

NCHRA Annual HR Conference: Registration fee for a NCHRA professional member will be paid either in full or part to members whose employers will not pay for this event. Professional Members who are also unemployed may apply for this benefit.

NYS SHRM HR Conference: State Conference registration & hotel will be completed in conjunction with the Treasurer for one professional member each year who is committed to represent the chapter at the state conference. The member is required to turn in receipts to validate expenses. The member will commit to present information gathered at the NYS SHRM Conference at a NCHRA monthly general meeting. **If the registrant cannot attend and there is no available replacement, that registrant will be responsible to reimburse the Association.** Reasonable out of pocket costs for travel such as tolls & parking will be reimbursed. Mileage reimbursement will be at the federal standard rate, if needed. Applications for funding should be submitted as soon as possible each year as conference deadlines vary year to year.

SHRM Membership: NCHRA will reimburse for half the cost with proof of a current new or renewal SHRM membership. Not to exceed one per month. If employer will not pay the cost.

Other: EX: HR related basic seminars, one day conferences, training events or other professional development events that members would like to submit to the Board for consideration should include all supporting documentation to help the Board make an informed decision.

Applications can be turned into any Board member for submission. Applicants will be notified by an e-mail from the President, of the acceptance or denial of their requests.

Reimbursements must be requested within 14 days of event.