



**OFFICIAL CALL TO
THE
36th ANNUAL INTERNATIONAL
UAW CHAPLAINCY CONFERENCE**



June 4 - 9, 2023
Walter and May Reuther
Family Education Center
Black Lake, (Onaway) Michigan

March 22, 2023

To: All Local Union Presidents, Financial Secretaries, Recording Secretaries, and Local Retiree Chapter Presidents

Greetings,

The 36th Annual International UAW Chaplaincy Conference will be held at the Walter and May Reuther UAW Family Education Center from June 4 - 9, 2023. Delegate allocation for UAW Region 4 is 33.

The 36th UAW Chaplaincy Conference will provide resources & training that the delegates will use to support our union, employees, membership & leadership, through the challenges that occur at our locals, regions, places of work and communities throughout the year!

We are thanking all locals in advance for supporting this conference. Those that attend will experience great general sessions, workshops, fellowship, and networking. The chaplains will return with additional resources that will allow them to better serve the people and leadership of their locals, work locations, and communities. The local leadership is encouraged to attend as their schedule permits to experience the conference.

The conference will convene on Sunday afternoon at 4 p.m., June 4, 2023, and conclude on Friday, June 9, 2023.

Check-in at Black Lake will begin at 1 p.m., Sunday, June 4, 2023. Opening session will begin at 5 p.m. Dinner will be served from 6 - 7 p.m. Delegates should plan their travel home on Friday, June 9, 2023. It is understood that all delegates must have their respective local union's approval to attend this conference. Those that will be in the choir should bring a white top and black slacks. In addition, there is one evening that calls for a formal dress code.

You are reminded that lost time and expenses for delegates who are attending this conference will be the responsibility of the local union and or the company, where applicable. The only exceptions can be found in the "Special Family Education Center Delegates" section of this conference call letter. The fees for spouses will be the sole responsibility of the delegate and must be paid in advance.

Continue

Registration

Registration for the 2023 Chaplaincy Conference will take place online through LUIS. The conference registration fee is \$743 per delegate and an additional \$343 for guests (spouses). Local unions already set up for ACH payments will pay online for both delegates and guests. Please note, it is the delegate's responsibility to pay the local union for any guest fees. If your local union is not set up for ACH, a paper check can be mailed. The deadline to register is Friday, May 19, 2023. After this date, there will be no refunds given for cancelled registrations. Local unions may replace delegates until May 26, 2023. All delegates must be approved by their regional director.

Please make all checks payable to: ***International Union, UAW***
Mail to: UAW Chaplaincy Department
8000 E. Jefferson Ave.
Detroit, MI 48214

Online Registration

An online application must be filled out for each delegate, spouse/guest attending the conference. Please note that everything is case sensitive:

Website: <https://conference.uaw.org/chaplaincy.php>
User Name: CHAPLAINCY2023
Password: UAWCHAPLAINCY2023

If a delegate or local is unable to register online, please call Emma Chandler at (313) 926-5526 or via email at echandler@uaw.net.

Please note the following:

1. It's imperative to register and send payment by May 19, 2023.
2. Chaplaincy Executive Officers, Board Members and Regional Coordinators are designated delegates to the Conference.
3. Some delegates will be needed on Saturday, June 3, 2023, to set up for registration and conference preparation.
4. Subsidized delegates – local unions will pay a special registration fee of \$150 (up-to five (5) per region).

Subsidies

The International Union will provide room and board at the Family Education Center for **up to five delegates** from each region who are selected by the regional director to receive a subsidy. The local unions of the delegate(s) receiving this subsidy will be required to pay \$150 registration fee per delegate. The International Union is not responsible for lost time or expenses.

Transportation

All delegates are expected to arrive at the Family Education Center by 4 p.m. on Sunday, June 4, 2023 (except for those arriving by flight; see below) and remain until the conference concludes at 9 a.m. Friday, June 9, 2023. Arrivals and departures should be arranged accordingly. **Local unions are responsible for all transportation costs.** Transportation will be provided for delegates whose work sites are over 500 miles one-way from the UAW Family Education Center. For delegates over 500 miles one-way there is the option of flying or driving. Upon completion of the conference, travel will be reimbursed in the following manner:

Driving

The driver whose automobile is driven to the center will receive the IRS approved rate of 65.5 cents per mile for miles over 1,000. Locals sending delegates by car will be expected to transport at least three people per vehicle, or multiples thereof. Any deviations must be discussed and approved by the regional director and the Family Education Center in advance of arrival. Delegates driving to the center should plan to arrive between 1 p.m. and 4 p.m. on Sunday, June 4, 2023.

Hotel accommodations are: one night for 500 miles or more, two nights for 1,000 miles or more.

Overnight lodging should not exceed \$65 per night for single, or \$80 per night for double occupancy. Delegates are required to bring the necessary receipts with them to the Family Education Center for reimbursement.

Parking Policy

In an effort to avoid any embarrassment for participants, please be advised of the following Walter and May Reuther UAW Family Education Center policy: Vehicles allowed to park in the FEC must be union-made and have a vehicle VIN number beginning with 1, 2, 4 or 5 (i.e., made in USA or Canada). VIN numbers are located on the driver's side dashboard or door jamb of vehicles. Upon arriving at the FEC, security guards check each vehicle's VIN number. If the vehicle VIN number is anything other than 1, 2, 4 or 5, parking accommodations are available in a lot located adjacent to the FEC's front gate. A FEC bus will transport those delegates to the hotel registration desk.

Air and Lodging

Delegates that are flying must schedule their flights via the following link:

<https://cvent.me/G5Yyaw>

Payment can only be made with a credit card or local union check. A delegate or local union will be reimbursed airfare, minus \$75 per ticket, providing the delegate has been authorized to fly into Detroit.

To assure maximum savings on flight arrangements, delegates will be required to arrive in Detroit on Saturday, June 3, 2023. For those who fly to Detroit, a room will be reserved for you at the Courtyard Detroit Metro Airport Romulus Hotel.

The Courtyard Detroit Metro Airport Romulus Hotel is a non-smoking establishment. A \$200 fee will be applied to credit card if non-smoking policy is violated. Delegates will need to provide a personal credit card for incidentals.

Airport shuttle service will be arranged by the Family Education Center to meet delegates outside of the baggage claim when their flights arrive. If for some reason you miss the shuttle, please call (734) 721-3200.

Bus

For those traveling by air, transportation to the Family Education Center will be provided by the center. At 7 a.m., a charter bus will begin loading outside the Courtyard Detroit Metro Airport Romulus Hotel main lobby. The bus will depart at 7:30 a.m. to take the delegates to UAW Region 1D at 1940 Atherton Road, Flint, MI 48507.

During the stop at UAW Region 1D the delegates will depart the bus for a short prayer for the people, and the City of Flint, and observe the memorials on the region's grounds. The time allotted is 15 minutes. Then the delegates will re-board the bus to continue to the Black Lake Complex. A stop will be made mid-way for lunch. The bus will leave the center on Friday to return to Detroit at 9 a.m.

Return Flights

For the return trip on Friday, June 9, 2023, no flight arrangements should be made before 5 p.m. (EST). The bus will leave the center on Friday to return to Detroit at 9:00 a.m.

Deadline

The deadline for registration is May 19, 2023. The Regional Office must receive all forms by this date.

Cancellations

The regional office should be notified immediately of the names that are cancelling and/or replacement delegates. If no replacement is designated, the registration fee remains non-refundable. In the event of a last-minute change, delegates must be provided the name of the member they are replacing. Upon check-in at the center, a replacement delegate that provides the name of a last-minute cancellation will be able to use the \$743 paid registration fee. When processing delegates' changes, please remember that airline tickets are non-refundable and non-transferable.

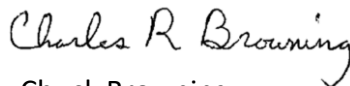
Refunds

Refunds will only be granted for valid emergency reasons until May 22, 2023. **No refunds will be given after May 22, 2023.**

Note: All non-basic expenses are the responsibility of the delegate.

If you have any questions regarding these arrangements, please contact Jerry Carson at (734) 634-4540.

In solidarity,



Chuck Browning
Vice President and Director
International UAW Chaplaincy Department

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