

SUNY Downstate Medical Council Honoraria Guidelines

- For the **Fall of 2022**, we will be considering speaker honoraria requests on a case-by-case basis up to \$300/event.
- No retroactive funding will be given to clubs.
- The speaker must be requesting the honoraria (clubs should not be offering).

The following conditions will apply:

- In accordance with standing guidelines the speaker cannot be employed by a state government institution (i.e cannot be a Downstate employee).
- A speaker can only be given an honorarium if no one at Downstate has the same area of expertise or is able to give the talk.
- Clubs must request use of their budget funding for speaker honoraria before they notify the speaker
 - You must present at a medical council meeting: provide details of the event, rationale of the speaker selection, and proof that the speaker is requesting an honorarium for an organized event. For now, you can use the existing budget request form.
 - If your current budget does not have sufficient funds, you must notify us at the time of presentation that you are requesting additional funds for the honorarium.
- Each honoraria request will be reviewed on a case-by-case basis.