Commonwealth of Massachusetts

Travel Authorization Form (TAF)

1. Date of Request	2. Travel Request #	3. Department/Division	4. DEPT/ORGN:	5. Appropriation #
05/19/26		DOR/CSS		

6. Name of Traveler	7. Title	8. Dates of Travel
Gwen Eaton	Regional Deputy Director	From: 08/10/2026 To: 08/13/2026

9. Travel Itinerary and Justification

I will be attending the 2026 NCSEA Leadership Symposium in Louisville, KY from August 10 - August 13, 2026. Lodging will be at the Galt House, 140 N. Fourth Street, Louisville, KY. The 2026 NCSEA Leadership Symposium is an opportunity to learn from and connect with child support leaders across the country and bring back best practices and emerging trends I can put into action — both as Co-Chair of CSS's Outreach Internal Engagement Committee and with my teams. This aligns directly with the work I'm already doing in support of CSS's 5-Year Outreach Strategy and our efforts to build the next generation of CSS leadership.

Attached supporting documentation (conference agendas, brochures, etc.)

10. Expenses

	Personal Funds	MA State Funds	Federal Funds	Other (describe in #12)
Transportation: (check all that apply) ☐ Rail ☐Bus ☑Airfare ☐Car: ☐ State ☐Personal ☐Rental ☐Taxi ☐Other:		$ 716.80		
Lodging: $229 night TAXES AND FEES NOT INCLUDED		$ 687.00		
Meals: Monday - Thursday / $59 day ($13 breakfast/$15 lunch/$26 dinner/$5 incidentals)		$ 236.00		
Registration fee		$ 695.00		
Subtotal	$ 0.00	$ 2334.80	$ 0.00	$ 0.00

Grand Total: $ 2334.80

11. Certifications and Authorizations (See G.L. c. 30, §25B)

I hereby certify under the pains and penalties of perjury that, to the best of my knowledge, the above information is true and correct.

Signature of Traveler: Gwen Eaton — Date: 5/19/2026

I hereby certify that sufficient funds are available for the above described travel accommodations.

Signature of Agency CFO: Timothy Rooney — Date: 05/21/2026

I hereby authorize the anticipated travel described above and related expenses listed in this form.

Signature of Traveler's Appointing Authority: Michele Cristello — Title: Deputy Commissioner — Date: 5/20/2026

I hereby authorize the anticipated travel described above and related expenses listed in this form.

Signature of the Traveler's Cabinet Secretary: Matthew J. Gorzkowicz — Date: 5/27/2026

12. Travel Funded By Private Entity, Foreign Government Entity, or Federally Recognized Tribe:

Travel Funded By Private Funds: ☐Yes ☐No

If Yes: $_____ Source (Contact Information):_____

TRAVEL FUNDED BY PRIVATE SOURCES MUST BE DISCLOSED TO AND AUTHORIZED BY APPOINTING AUTHORITY PURSUANT TO 930 CMR 5.08 (2)(d)(1). FOR THE APPROPRIATE FORM GO TO: https://www.mass.gov/disclosure-forms

13: Upon final approval, the Cabinet Secretary shall ensure that a copy of this form is distributed to:

☐ **A&F Budget Director & The Office of the Comptroller (please check once complete)**

NCSEA Leadership Symposium **Louisville Kentucky**

August 10-13, 2026

The **2026 NCSEA Leadership Symposium** will take place August 10 - 13 at The Galt House Hotel in Louisville, Kentucky. The Leadership Symposium is an annual conference for the child support community to share and celebrate the application of best practices, partnerships, and innovative thinking within the day-to-day management and operations of the child support program. The Leadership Symposium provides a unique focus on nurturing current and future leaders in the child support program, including those who lead within their offices, whether they have the title or not.

Register Today!
In Person
Member: $695.00
Non-Member: $865.00

Hotel Information $ 229 ++ per night
The Galt House Hotel
140 N Fourth St, Louisville, KY 40202
A room block has been reserved for the NCSEA 2026 Leadership Symposium attendees at The Galt House Hotel. Guest rooms are $229 for standard rooms single or double occupancy. The conference rate is available on an "as available" basis and will close **July 16, 2026,** or until sold out.

Agenda

August 10, 2026
12:30 PM ET
Registration Open
12:30 PM-6:00 PM
5:00 PM ET
Welcome Reception
5:00 PM-6:00 PM
August 11, 2026
7:30 AM ET

Registration Open
7:30 AM-6:00 PM
8:30 AM ET
Plenary: Welcome and Opening Remarks
8:30 AM-10:00 AM
10:00 AM ET
Networking Break
10:00 AM-10:45 AM
10:45 AM ET
Breakouts 1
10:45 AM-12:00 PM
12:00 PM ET
Lunch (on your own)
12:00 PM-1:30 PM
1:30 PM ET
Plenary: Healing the Divide: Transforming Tribal-State Partnerships through Trauma-Informed Leadership
1:30 PM-3:00 PM
3:00 PM ET
Networking Break
3:00 PM-3:45 PM
3:45 PM ET
Breakouts 2
3:45 PM-5:00 PM
5:00 PM ET
President's Reception
5:00 PM-6:00 PM
August 12, 2026
7:30 AM ET
Networking Breakfast
7:30 AM-8:30 AM
Registration Open
7:30 AM-5:00 PM
8:30 AM ET
Plenary: Own Your Space
8:30 AM-10:00 AM
10:00 AM ET
Networking Break
10:00 AM-10:45 AM
10:45 AM ET

Breakouts 3
10:45 AM-12:00 PM
12:00 PM ET
Lunch (on your own)
12:00 PM-1:30 PM
1:30 PM ET
Plenary: Leading Through Change – The Strategic Power of Organizational Change Management for Collaboration
1:30 PM-3:00 PM
3:00 PM ET
Networking Break
3:00 PM-3:45 PM
3:45 PM ET
Breakouts 4
3:45 PM-5:00 PM
August 13, 2026
7:30 AM ET
Registration Open
7:30 AM-12:00 PM
8:00 AM ET
Breakfast Session
8:00 AM-8:45 AM
8:30 AM ET
Plenary: Passing the Reins: Preparing the Next Generation of Child Support Leaders
8:30 AM-10:00 AM
10:00 AM ET
Networking Break
10:00 AM-10:30 AM
10:30 AM ET
Plenary: Leadership Is Not One-Size-Fits-All: The Power of Leading Across Styles
10:30 AM-12:00 PM

Main Plus

Round trip (non-refundable)

$717 per person

Total $716.80 (all passengers)

Includes taxes and carrier-imposed fees

Price and tax information

Bag and optional fees

DEPART

Boston, MA to Louisville, KY

Monday, August 10, 2026

BOS	SDF			
2:00 PM →	**4:37 PM**	2h 37m	Nonstop	Main Plus

AA4110 • E75-Embraer 175 • Operated by Envoy Air as American Eagle

Details | Change

RETURN

Louisville, KY to Boston, MA

Thursday, August 13, 2026

SDF	BOS			
5:08 PM →	**7:39 PM**	2h 31m	Nonstop	Main Plus

AA4110 • E75-Embraer 175 • Operated by Envoy Air as American Eagle

Details | Change