Commonwealth of Massachusetts

Travel Authorization Form (TAF)

1. Date of Request	2. Travel Request #	3. Department/Division	4. DEPT/ORGN:	5. Appropriation #
05/18/26		DOR/CSS		

6. Name of Traveler	7. Title	8. Dates of Travel
Michele Cristello	Deputy Commissioner	From: 07/25/26 To: 07/29/26

9. Travel Itinerary and Justification

Travel to the National Council of Child Support Directors (NCCSD) Annual Business Meeting and Conference. The meeting is in Washington State. As a member of NCCSD, I will be attending the business meeting on 7/26 and the conference from 7/27-7/29. I will also be presenting on a panel.

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:		$ 626.80		
Lodging: Skamania Lodge 4 nights ($279/night incl fees)		$ 1,116.00		
Meals: 5 days @$59		$ 295.00		
Other: (please list): Registration ($500), Transport from a		$ 770.00		
Subtotal	$ 0.00	$ 2,807.80	$ 0.00	$ 0.00

Grand Total: $ 2,807.80

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: Michele Cristello — Date: 05/18/2026

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

Signature of Agency CFO — Date

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

Signature of Traveler's Appointing Authority: [signature] — Title: Chief of Staff — Date: 5/21/26

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

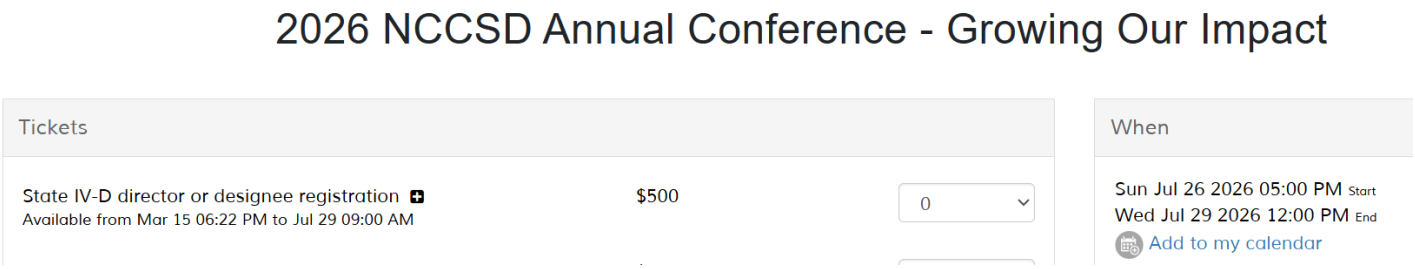
13: Upon final approval, the Cabinet Secretary shall ensure that a copy of this form is distributed to:

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

CSS: NCCSD Conference July 26-July 29, 2026

Skamania, Washington State

Registration Fee: $500



Hotel: $249 ++

- **Location:** 1131 SW Skamania Lodge Way, Skamania, WA
- **Room Rate:** $249 per night
- **Reservation Code:** 1Z22DO
- **Additional Fees:** Occupancy tax, resort fee and sales tax apply

NCCSD 2026 Conference Planning Agenda
Skamania Lodge Washington

July 26 - 29, 2026

Sunday, July 26	Event
10:00 AM to Noon	Council Annual Business Meeting
Noon to 12:45 PM	Working Lunch
12:45 PM to 1:00 PM	Directors Group Photo
1:00 to 2:30 PM	Council Annual Business Meeting
2:30 to 5:00 PM	Closed-Door Meeting with OCSE
4:00 to 7:00 PM	Registration
5:00 to 7:00 PM	President's Reception

Monday, July 27	Event
7:30 AM to 4:30 PM	Registration
7:30 to 8:30 AM	Breakfast Provided
8:30 to 9:00 AM	Welcome & Opening Remarks
9:00 to 10:15 AM	**Session 1**
10:15 to 10:30 AM	Break
10:30 AM to Noon	**Session 2**
Noon to 1:30 PM	Lunch Provided
1:30 to 2:15 PM	**Session 3**
2:15 to 3:15 PM	**Session 4**
3:15 to 3:30 PM	Break
3:30 to 5:00 PM	**Session 5**

Tuesday, July 28	Event
7:30 AM to 4:30 PM	Registration
7:30 to 8:30 AM	Breakfast Provided
8:30 to 8:45 AM	Day 2 Welcome
8:45 to 10:15 AM	**Session 6**
10:15 to 10:30 AM	Break
10:30 to Noon	**Session 7**
Noon to 1:30 PM	Lunch Provided
1:30 to 2:30 PM	**Session 8**
2:30 to 3:30 PM	**Session 9**
3:30 to 3:45 PM	Break
3:45 to 5:00 PM	**Session 10**
6:00 PM	**Dinner – Columbia Gorge Museum**

Wednesday, July 29	Event
7:30 to 8:30 AM	Breakfast Provided
8:30 to 10 AM	**Session 11**
10:00 to 10:15 AM	Break
10:15 to Noon	**Session 12 / Closing**

Boston, MA (BOS) to Portland, OR (PDX)

Jul 25 2026

Nonstop 6h 9m

9:55am - - - - - - - - - - - - - - - - - - **1:04pm**

BOS PDX

jetBlue JetBlue B6 395

Details | Seats

Blue Change

Portland, OR (PDX) to Boston, MA (BOS)

Jul 29 2026

Nonstop 5h 24m

2:20pm - - - - - - - - - - - - - - - - - - **10:44pm**

Total: **$626.80**

Continue to checkout