THE COMMONWEALTH OF MASSACHUSETTS
TRAVEL AUTHORIZATION FORM (Form TAF)

1. Date of Request:	2. Travel Request #:	3. Department/Division:	4. DEPT/ORGN:	5. Appropriation No.:
4.16.26		Executive Office of Administration and Finance/Office of Governor Maura Healey	Federal Funds and Infrastructure Office	

6. Name of Traveler(s):	7. Title(s):	8. Dates of Travel:
Quentin Palfrey	**Director, Federal Funds and Infrastructure Office**	**4.20.26-4.22.26**

9. Travel Itinerary and Justification

Director Palfrey will be traveling to the. Quentin was asked to participate in a panel dedicated to broadband access in states and deployment of federal broadband infrastructure dollars.

Supporting documentation, i.e. Agendas or brochures.

10. Expenses	Personal Funds	MA State Funds	Federal/Nonstate
Transportation: (check all that apply) ☐ Rail ☐Bus ☐Airfare ☐Car: ☐ State ☐Personal ☐Rental ☐Taxi ☐Other:			National Governor's Association is covering flight. Flight: $586.80
Lodging:			National Governor's Association is covering lodging. $276 per night plus taxes, which are 15.5% plus $1.25 per room per night. $640.06 Info linked here: Hotel - 2026 Broadband Leaders Workshop
Meals:		$144.00	
Other: (please list):		$61.94	
Sub Total(s):		$205.94	$1226.86

GRAND TOTAL: ____$1432.80_____

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

Signature of Traveler: *Quentin Palfrey* Date: 06/03/2026

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

Signature of Agency CFO: Date: 10/14/2026

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

Signature of Traveler's Appointing Authority: Title: Secretary, EOANF *Matthew J. Gorzkowicz* Date: 10/14/2026

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: 10/14/2026

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

Travel Funded By Private Funds: ☐Yes ☐No

If Yes: $1,226.86 Source (Contact Information): **National Governor's Association**

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)**