



Chapter Leadership Academy FAQs

General

Q: Who is invited to the Chapter Leadership Academy?

A: Any RLI member who currently serves on a chapter board or will serve on a chapter board in 2027 is invited to attend. Some leaders (see the reimbursement section below) will have their hotel costs covered by LEF and be reimbursed up to \$500 in travel expenses.

Q: Is there a cost to attend? What is included in the registration?

A: There is no cost to attend the Chapter Leadership Academy, but you must register to attend so we know how many people to prepare for. The registration includes: a reception with Chicago's favorite Lou Malnati's pizza on Sunday evening at the NAR Headquarters, breakfast, lunch, and dinner on Monday, as well as a group outing Monday night.

Q: What is the overall schedule?

A: A full schedule is available on our site. However, here is a short synopsis:

Sunday – Reception + Pizza starting at 5:30 pm at NAR

Monday – Training all day at NAR + group outing in evening + group dinner

Tuesday – Travel home. For those that are interested, we will offer an open house Tuesday morning at RLI to stop by and say hi or for hands-on 1-1 training/questions.

Reimbursement

Q: Who is covered for reimbursement?

A: All in-coming 2027 Chapter Presidents (2026 President-Elects and 2026 Presidents who are in the first year of a two-year term) and paid (not voluntary) chapter administrators will be covered.



Q: What expenses will be covered for the group above?

A: LEF will cover two nights' (Sunday and Monday night) reservations for hotel rooms made inside the room block at the selected hotel. LEF will also reimburse up to \$500 per person for eligible travel expenses (air travel flight cost, baggage costs, mileage reimbursement, uber/lyft, taxi, etc.)

Q: How will I be reimbursed?

A: You will receive the expense reimbursement spreadsheet before the end of the event. Fill out the spreadsheet and attach all travel-related receipts. Submit the completed, signed form with receipts to lef@rliland.com within two weeks of the end of the event.

RLI staff will review your reimbursement request to ensure it meets the guidelines. Once approved, your reimbursement will be released.