

LUBBOCK COUNTY  
TRAVEL AUTHORIZATION & ADVANCE REQUEST

GL#: 011 - 5072 - 5503000 - 60

THE DEPARTMENT DIRECTOR IS RESPONSIBLE FOR SECURING ALL SIGNATURES PRIOR TO TRAVEL. AN APPROVED TRAVEL AUTHORIZATION MUST BE SUBMITTED TO THE AUDITOR'S OFFICE ACCORDING TO THE ACCOUNTS PAYABLE PAYMENT SCHEDULE TO RECEIVE A TRAVEL ADVANCE. RELATED BROCHURES OR OTHER SUPPORTING DATA MUST BE ATTACHED.

NAME: Reid Christina DATE: 04/06/2023  
Last First

DESTINATION: Knoxville, TN

PURPOSE: National Children & Youth Garden Symposium

DATE(S): 07/11-16/23

Travel advance requested and required by the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

_____ Registration Fee	=	\$ _____
_____ # of meals @ \$10.00 per meal	=	\$ _____ 0.00
_____ Days lodging @ \$ _____ per night	=	\$ _____ 0.00
Total Advance	=	\$ _____ 0.00

Fund #: \_\_\_\_\_ Line Item: \_\_\_\_\_

I hereby request authorization to travel outside Lubbock County on official business as detailed above. I have read the Lubbock County Travel Policy and will follow that policy for travel and in making requests for advancement and reimbursement of expenses. I understand that I must submit a travel report within ten days of returning from this travel or the full advance will be deducted from my next paycheck.

[Signature]  
EMPLOYEE SIGNATURE

4/6/23  
DATE

I hereby certify the above requested travel for official Lubbock County business directly related to this department's operations. There are sufficient unexpended funds in the current budget line item to cover all reimbursable expenses incurred. Related brochures or other supporting data are attached and 0 meals are included in the registration fee being requested and will not be reimbursed. Please issue travel expense advance if requested.

[Signature]  
DEPARTMENT DIRECTOR

4/6/23  
DATE

APPROVAL FROM TWO (2) MEMBERS OF THE COMMISSIONERS' COURT:

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

NOTE: TRAVEL IS NOT APPROVED WITHOUT ALL SIGNATURES. TRAVEL MAY NOT BE REIMBURSED WITHOUT PROPER AUTHORIZATION AND SUPPORTING DOCUMENTATION.

## 2023 National Children & Youth Garden Symposium

*Cultivating Garden Educators Who Inspire Today's Youth to Become Tomorrow's Gardeners*



JULY 12-15, 2023 • KNOXVILLE, TN  
AMERICAN HORTICULTURAL SOCIETY

About Us

---

Programs

---

Resources

---

River Farm

---

Ways to Support

---

We are excited to announce that the 2023 National Children & Youth Garden Symposium will be held in Knoxville, Tennessee, July 12 – 15, in partnership with the University of Tennessee Institute of Agriculture and the location of the State Botanical Gardens.

Reinvigorate your passion to educate a new generation about the importance of gardening. Connect with like-minded peers across the country. Explore the vibrant city of Knoxville with its numerous driven gardening projects. Find out why NCYGS is one of the country's longest-running, most impactful youth educators!

### Learn more the 2023 NCYGS:

- Educational Sessions
- Keynote Speakers
- Field Experiences
- Travel Accommodations
- Sponsorship Opportunities



For more information about the Symposium, contact Director of National Programs Courtney Callahan at callahan@ahs.org or call (703) 768-5700 ext. 121. You can also join our email list to receive periodic updates about the symposium.

## Cultivating Community



The social distancing phenomenon illuminated the importance of community in child development. This year, the American Horticultural Society's National Children & Youth Garden Symposium examines how gardening both relies on and creates community. From July 12-15 in Knoxville, hundreds of educators from around the country will unite to explore ways that community support for youth gardening promotes cultural understanding and accessibility, physical and emotional health, and career and business development for the next generation.

Our 2023 symposium offers **thirty interactive learning sessions**, from basic building blocks to advanced topics, addressing pre-K-12 learning. Personalized visits to the area's impressive and relevant gardens will offer opportunities to apply new concepts and connect with fellow youth garden educators from a diversity of communities. Come for the fun and learn skills, ideas, contacts, and resources to bring back to your own community!

## 2023 NCYGS Itinerary

Morning      Early Afternoon      Late Afternoon      Evening

<b>Wednesday, July 12</b>	Pre-symposium visit to Asheville: Biltmore and North Carolina Arboretum	Pre-symposium visit to Asheville: Biltmore and North Carolina Arboretum	Pre-symposium visit to Asheville: Biltmore and North Carolina Arboretum
<b>Thursday, July 13</b>	Opening Keynote and Session Block A: Morning Talks	Awards Presentation and Session Block B: Afternoon Workshops	Reception at University of Tennessee Garden (State Botanical Garden)
<b>Friday, July 14</b>	Site visits and tours at Knoxville school gardens and parks	Session Block C: Afternoon Workshops	Networking Affinity Group
<b>Saturday, July 15</b>	Session Block D: Morning Talks and Closing Keynote	Post-symposium activity: <u>BattleField Farms Volunteer</u>	Post-symposium activity: <u>BattleField Farms Volunteer</u>

About Us

Programs

Resources

River Farm

Ways to Support

### Local Host



UT Gardens, with locations in Jackson, Crossville, and its flagship garden in Knoxville, feature more than 2,000 varieties of herbaceous plants evaluated annually. The Gardens function as an arboretum and public gardens, sharing their beauty with more than 50,000 visitors yearly. Established in 1983 by the University of Tennessee, UT Gardens are recognized as an official All America Selections test site for evaluating new plants for the American Horticultural Society and an American Hosta Society reference garden, and a Tennessee certified arboretum. The Gardens are a resource for horticulturists and landscape professionals.

The UT Gardens, Knoxville is nothing short of spectacular. We hope you join us for a guided tour, educational tour, and remarks by UTIA's senior leadership on their mission to provide Real.Life.Solutions.™ to many of society's most pressing issues.

### Local Partner



The Knoxville Botanical Gardens and Arboretum (KBGA), located on 47 acres of former Howell Nurseries, features walking trails, display gardens, unique & historic horticulture and over two miles of distinctive stone walls and timeless buildings. Located just five minutes from downtown Knoxville, KBGA offers beautiful gardens to the public at no cost, and is supported through membership and donations.

ABOUT US

PROGRAMS

Reciprocal Admissions Program

National Awards

Travel Study

Youth Gardening

*National Children & Youth Garden Symposium (NCYGS)*

*NCYGS 2023*

*NCYGS 2022*

*Past Symposia*

Internships



**Conversations with Great American Gardeners**

**RESOURCES**

**RIVER FARM**

**WAYS TO SUPPORT**

**About River Farm**

- Upcoming Events
- Facility, Rentals & Virtual Tour
- Gardens at River Farm
- History
- Hours & Directions

**About Us**

- What We Do
- Board and Staff
- AHS News & Blog
- Financials
- AHS History
- Careers
- Contact Us

**Ways to Support**

- Donate Now
- President's Council
- Planned Giving
- Corporate Support
- Membership

**About Us**

**Programs**

**Resources**

**River Farm**

**Ways to Support**

**American Horticultural Society**

**CONTACT US:**  
7931 East Boulevard Drive  
Alexandria VA 22308

General: [webmaster@ahsgardening.org](mailto:webmaster@ahsgardening.org)  
Phone: 703.768.5700  
Fax: 703.768.8700

Founded in 1922, the American Horticultural Society is a non-profit, 501(c)(3) organization dedicated to sharing with all Americans the critical role of plants, gardens, and green spaces in creating healthy, livable communities and a sustainable planet.

[Learn More »](#)

**Email List Signup**

Stay Connected with AHS

**SUBSCRIBE >**

**Follow Us**



**Gardening Resources**

- RAP Garden Directory
- Sustainable Gardening
- Creating Container Gardens
- Gardening Maps
- Master Gardeners
- Societies, Clubs and Organizations
- AHS Gardening Publications
- AHS Gardening Podcasts
- Events by Region
- Educator Resources

**Gardening Programs**

- Reciprocal Admissions Program
- National Awards
- Travel Study
- Youth Gardening

# Join Us!



About Us

Programs

Resources

River Farm

Ways to Support

Registration for the 2023 National Children & Youth Garden Symposium  
Read on for more details and links to the registration forms. Online registration closes June

## AHS Members

If you are an AHS member, you will enjoy a discount on your NCYGS 2023 registration. Be  
order to access your member benefits online. Not a member? Join today!

## Presenters

Presenters receive a discounted registration. Look for an email in early April with a link to a

## Registration Fees

### Full Symposium

Registration fee includes general and breakout sessions, receptions, field trips that take place during th  
Thursday, Friday, and Saturday. Pre- and post-symposium experiences incur additional registration fee

**\$325 for AHS Members during Early Bird registration / \$375 after May 12th. Click here to registe**

**\$375 for Non-Members during Early Bird registration / \$425 after May 12<sup>th</sup>. Click here to register**

**\$300 for students or AmeriCorps members (must be able to demonstrate status as current student c**

Discounted registration is available for staff of gardens that participate in the American Horticultural So  
access the discounted rate will be sent via email to your garden's AHS liaison when registration opens ... early ... from ... email programs@ahsgardening.org  
if you are a RAP garden representative and did not receive the link.

### Single-day

Registration fee includes general and breakout sessions, field trips, and breakfast, lunch, and reception for the date of registration.

**\$175 during Early Bird registration / \$200 after May 12th (select the appropriate link above to register)**

## Cancellation Policy

Refund requests must be submitted in writing to programs@ahsgardening.org. A full registration refund, less a \$50 processing fee, will be made if  
requested in writing through June 13, 2023. No refunds requests will be accepted after June 13, 2023.

ABOUT US

PROGRAMS

RESOURCES

RIVER FARM



WAYS TO SUPPORT

[About River Farm](#)  
[Upcoming Events](#)  
[Facility, Rentals & Virtual Tour](#)  
[Gardens at River Farm](#)  
[History](#)  
[Hours & Directions](#)

[About Us](#)  
[What We Do](#)  
[Board and Staff](#)  
[AHS News & Blog](#)  
[Financials](#)  
[AHS History](#)  
[Careers](#)  
[Contact Us](#)

[Ways to Support](#)  
[Donate Now](#)  
[President's Council](#)  
[Planned Giving](#)  
[Corporate Support](#)  
[Membership](#)

[About Us](#)

[Programs](#)

[Resources](#)

[River Farm](#)

[Ways to Support](#)

American Horticultural Society

CONTACT US:

7931 East Boulevard Drive  
Alexandria VA 22308

General: [webmaster@ahsgardening.org](mailto:webmaster@ahsgardening.org)

Phone: 703.768.5700

Fax: 703.768.8700

Founded in 1922, the American Horticultural Society is a non-profit, 501(c)(3) organization dedicated to sharing with all Americans the critical role of plants, gardens, and green spaces in creating healthy, livable communities and a sustainable planet.

[Learn More »](#)

Email List Signup

Stay Connected with AHS

SUBSCRIBE »

Follow Us



Gardening Resources

[RAP Garden Directory](#)  
[Sustainable Gardening](#)  
[Creating Container Gardens](#)  
[Gardening Maps](#)  
[Master Gardeners Societies, Clubs and Organizations](#)  
[AHS Gardening Publications](#)  
[AHS Gardening Podcasts](#)  
[Events by Region](#)  
[Educator Resources](#)

Gardening Programs

[Reciprocal Admissions Program](#)  
[National Awards](#)  
[Travel Study](#)  
[Youth Gardening](#)