



Everybody Active for Health – One Day Workshop

Travel and Accommodation Subsidy Guidelines



A joint initiative of BC Recreation and Parks Association and the Heart and Stroke Foundation of BC & Yukon.

Everybody Active is pleased to announce that a limited number of travel and accommodation subsidies are available for the Everybody Active for Health – One Day Workshops in 2009. To support participation in Everybody Active for Health events, these subsidies are intended to support participation of those individuals that would otherwise not be able to attend. It is our hope that all individuals will be able to attend these regional learning events.

Everybody Active may award subsidies to cover all or a portion of the following:

- Transportation (air, mileage, ferries) up to a maximum of \$200
- Accommodation up to a maximum of 2 nights
- * Special circumstances will be reviewed upon request.

Eligibility:

Travel and accommodation subsidies are available under the following conditions:

- There must be a demonstrated need for funding (outline funding barriers preventing attendance). Please see Everybody Active for Health Subsidy Application Form.
- Attendees must make and pay for their own travel/accommodation arrangements; Everybody Active will reimburse expenses.
- Those receiving travel/accommodation subsidies must save and submit receipts for reimbursement.
- Those receiving travel/accommodation subsidies must attend the Everybody Active Regional Training in its entirety.

Travel Subsidy Guidelines:

- Under 100km – travel subsidies are not available
- 100km or more – mileage subsidies available at a rate of 43 cents/km to a maximum of \$200
- Flights – reimbursed up to a maximum of \$200
- Ferries – mileage and ferry costs reimbursed up to a maximum of \$200

Accommodation Subsidy Guidelines:

- Under 100km – accommodation subsidies are not available
- 100km or more – applications for accommodation may be submitted. There must be a demonstrated need in order to receive consideration and priority will be given on a first come – first served basis.
- Accommodation subsidies will be considered for one and two nights.

Please remember that travel and accommodation subsidies are intended for those individuals and organizations that would **otherwise not be able to attend** the training.

Application Process:

Individuals applying for travel and accommodation subsidies must complete the Everybody Active for Health Subsidy Application Form and submit it to Donna Lee, Everybody Active Coordinator, email: dlee@bcrpa.bc.ca or fax: 604-629-2651. Applicants should send their forms as soon as possible, as applications are approved according to availability and are offered on a first come, first serve basis.

If you require further information or have questions, please call Donna at 604-629-0965 ext. 257.



An Initiative of these BC Healthy Living Alliance Members

