



## BC CONFEDERATION OF PARENT ADVISORY COUNCILS

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### Travel Subsidies to Attend the 2010 Spring Conference/AGM

Travel subsidies to attend the 2010 Spring Conference /AGM are available to DPACs to assist delegates who have to travel a great distance.

BCCPAC offers one travel subsidy for each qualified district with one additional travel subsidy available for districts with more than 15 member PACs. Districts that do not have a significant distance or expense to travel are **NOT eligible to claim any travel subsidy**, these districts include:

- District #35 – Langley
- District #36 – Surrey
- District #37 – Delta
- District #38 – Richmond
- District #39 – Vancouver
- District #40 – New Westminster
- District #41 – Burnaby
- District #42 – Maple Ridge/Pitt Meadows
- District #43 – Coquitlam
- District #44 – North Vancouver
- District #45 – West Vancouver

Please contact the office ([info@bccpac.bc.ca](mailto:info@bccpac.bc.ca)) to confirm the number of designated delegates eligible in your district, or if your district does not have an active DPAC.

#### **How to Apply:**

To apply for travel subsidies, the “Travel Subsidy Claim Form” must be completed and signed by the delegate, the DPAC Chair/President and another DPAC Executive member. Completed forms must be submitted to the BCCPAC office **no later than May 17, 2010, with original receipts attached**. Late applications will not be accepted. Only the most economical travel arrangements will be reimbursed.

***New this year:*** Those wishing to receive subsidies for **air travel** must apply to the office with flight confirmation by **March 31, 2010**. Any claims for flights booked after this date will be subject to approval based on a first-come first-served basis and the availability of funds.

Travel from airport/bus station to venue will not be covered. Public transit (skytrain/bus) is available.

#### **Eligible Travel Expenses include:**

- Airplane - confirmation of booking must be made and forwarded to the BCCPAC office by March 31.
- Bus fare from delegate home town to Vancouver. Receipts must be submitted.
- Ferry fees- receipts must be included. BCCPAC will only reimburse passenger fees for the attending delegate(s)
- Private Vehicle – BCCPAC will reimburse .48 per kilometer from delegate home address to conference venue only, based on google maps.

***Note parking fees will not be covered and are the responsibility of the vehicle owner.***

Please don't hesitate to contact the BCCPAC office, should you have any questions. Office staff can be reached by e-mail at [info@bccpac.bc.ca](mailto:info@bccpac.bc.ca), or by phone at 604-687-4433 or Toll Free 1-866-529-4397.