

ETFO-YR Policies on Financial Assistance to Members

A. For members who attend conferences, courses, workshops or seminars that are NOT sponsored by ETFO or one of its Locals and are not offered by a Professional Learning Program (Recertification) Provider:

1. ETFO-YR will reimburse the registration fee up to a maximum of **\$150.00** provided:
 - that the conference / course / workshop / seminar is not offered by a professional learning program (recertification) provider and that it pertains to the member's professional learning or relates to his/her role in education, society or politics;
 - application for financial assistance is received before the conference / seminar / course / workshop has been completed;
 - the application is accompanied by a copy of the registration form which clearly identifies the course provider
 - the amount claimed, when combined with financial assistance received from the York Region District School Board, exclusive of occasional teacher costs, or from any other source, does not exceed the total cost of registration.
 - that attendance at the conference / seminar / course / workshop is not required by the Y.R.D.S.B.
2. **ETFO-YR shall not provide funding assistance to members for programs sponsored or run by the Ontario Principals' Council (OPC).**
3. A member shall be eligible for financial assistance in this category **once every two (2) school years.**
 - Examples:**
 - approved for PD between July 1/10 - June 30/11... eligible again July 1/12
 - approved for PD between July 1/11 - June 30/12... eligible again July 1/13
4. A total maximum of 15 members may claim financial assistance for the same conference / course / workshop / seminar with no more than 5 members being eligible to claim from one school **per year**. Applications will be handled on a first come, first served basis.
5. The recommended budget is that amount approved at the ETFO-YR Annual Meeting. (\$30,000.00 for 2011-12)

Extraordinary requests will be considered by the Executive of ETFO-YR.

NOTE: The York Region District School Board provides funding for conventions, conferences or workshops. See Procedure 122.

- Any course offered by a Professional Learning Program Course Provider is NOT eligible for funding assistance.

B. For members who attend conferences, courses, workshops or seminars sponsored by ETFO or one of its Locals (not including ETFO-YR):

1. ETFO-YR will reimburse the registration fee up to a maximum of \$200.00 for up to 15 members for the same Professional Learning opportunity provided that application for financial assistance is received prior to the completion of the conference, course, workshop or seminar.
2. A member shall be eligible for financial assistance in this category one time only in each school year.
3. **ETFO-YR events are not eligible as they are already subsidized.**
4. The recommended budget is that amount approved at the ETFO-YR Annual Meeting. (\$10,000.00 for 2011-12)

Policy for Financial Hardship Assistance

- Every case will be judged on its own merit by the ETFO-YR Executive.
- ETFO-YR members in good standing, who are not receiving salary and who are on medical or compassionate leave due to personal illness or the illness of a spouse or child, will be eligible.
- Applicants will provide a statement outlining their financial circumstances.
- Assistance will take the form of payment for Board-provided benefits or, where this is impracticable, a grant equivalent to the cost of Board-provided benefits.
- Applicants will be eligible for assistance once per year.
- The yearly budget amount is \$18,000.00.

Effective July 1, 2011