

Northwest Territories Teachers' Association

5018 – 48th Street • P.O. Box 2340 • Yellowknife, NT • X1A 2P7 Telephone: (867) 873-8501 • Fax: (867) 873-2366 • Email: nwtta@nwtta.nt.ca

Educational Leadership Program

July 1 – July 11, 2020 Inuvik, NT

GNWT NWTTA members are eligible for reimbursement to a **maximum of \$2500** for expenses incurred to attend the NWT Educational Leadership Program (ELP).

Eligible expenses include:

- ELP course fee (invoiced directly to NWTTA PD office)
- Accommodation and meals during the course (invoiced directly to NWTTA PD office)
- Transportation to and from ELP site (maximum reimbursement is the cost of round-trip transportation from community of employment or equivalent)
- Per diem and accommodation (for travel dates only) as per Article B4 Duty Travel Rates

Please submit your application to the PD Coordinator on or before May 30, 2020.

| APPLICANT INFORMATION | | |
|--|----------------|--|
| Name: | Email address: | |
| School/office of employment: | Community: | |
| Applicant's Signature: | Date: | |
| Please return your completed application form to Adrien Amirault, NWTTA PD Coordinator, via fax (867) 873-2366 or email pd@nwtta.nt.ca by May 30 th , 2020. If you have any questions or concerns, please do not hesitate to contact the NWTTA PD office at (867) 873-5759. | | |
| Approval: | | |
| NWTTA PD Coordinator | Date | |



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NWTTA - GNWT Duty Travel Rates (effective January 1, 2020)

| Accommodations | |
|--------------------------|-------------|
| Private accommodation | \$50/night |
| Commercial accommodation | Actual cost |

| Per Diems | |
|--|-----------|
| Within NWT, overnight | \$100/day |
| Within NWT, no overnight | \$75/day |
| Within NWT, overnight, meal provided | \$75/day |
| Within NWT, no overnight, meal provided | \$55/day |
| Outside NWT, overnight | \$75/day |
| Outside NWT, no overnight | \$55/day |
| Outside NWT, overnight, meal provided | \$55/day |
| Outside NWT, no overnight, meal provided | \$40/day |

| Mileage Rates | |
|--|------------|
| Within the NWT | \$0.662/km |
| Outside the NWT | \$0.525/km |
| If authorized for individual's convenience | \$0.27/km |

Please refer to the NWTTA Collective agreement and/or your Regional Professional Development Committee guidelines for more details on eligible expenses.