

**Vancouver Island North Teachers' Association  
APPLICATION FOR MENTORSHIP GRANT**  
Please submit a minimum of five days prior to workshop for approval



Applicant's Name	Date of Application
School of Applicant	Phone or Email of Applicant

Members Participating in the Mentorship:	School of Participant:

**Mentorship Description:**  
 \_\_\_\_\_  
 \_\_\_\_\_

**Activity Location:** \_\_\_\_\_ **Activity Date(s):** \_\_\_\_\_

Each Member participating must fill out their own travel expense form for reimbursement.  
 If carpooling only the driver can claim mileage.

EXPENSES AS PER VINTA POLICY	ESTIMATE	ACTUAL
Travel: Vehicle _____ km. @ \$0.70/km.	_____	_____
Ferry _____	_____	_____
Air _____	_____	_____
Meals: Dinner _____ @ \$40.00	_____	_____
If purchasing food for all participants take into account \$40/person and provide a receipt for reimbursement.	_____	_____
Registration Fee: _____	_____	_____
Other Expenses (specify): _____	_____	_____
<b>TOTAL:</b>	=====	=====

\*\*\*\*\*

Is a teacher-on-call required for this activity?     Yes             No

Has your AO been informed?     \_\_\_\_\_ AO's Initials (for information only – not for approval)

What day(s) is a TTOC required? Day 1 \_\_\_\_\_ am/pm Day 2 \_\_\_\_\_ am/pm

Eligible for TWO TOC days under Individual Pro-D. No TOC allowed for self-directed.

\*\*\*\*\*

Leave of absence is \_\_\_\_\_ granted \_\_\_\_\_ denied.

TOC cost is invoiced to \_\_\_\_\_ SBO \_\_\_\_\_ VINTA.

Date of Approval: \_\_\_\_\_ Superintendent \_\_\_\_\_

**NOTE: All areas of this form must be completed prior to approval.  
 SUBMIT APPLICATION TO BOARD OFFICE FOR SUPERINTENDENT'S APPROVAL.**

	Kilometers	Single(\$)	Carpool(\$)
Port Hardy to Port McNeill	87	\$60.09	\$64.38
Port Hardy to Port Alice	107	\$74.90	\$79.18
Port Alice to Port McNeill	111	\$77.70	\$82.14
Woss to Port Hardy	208	\$145.60	\$153.92
Woss to Port McNeill	134	\$93.80	\$99.16
Port Hardy to Fort Rupert	22	\$15.40	\$16.28
Port McNeill to Fort Rupert	78	\$54.60	\$57.72
Coal Harbour to Port Hardy	36	\$25.20	\$26.64
Port Hardy to Campbell River	466	\$326.20	\$344.84
Port McNeill to Campbell River	392	\$274.40	\$290.08
Port Hardy to Courtenay	568	\$397.60	\$420.32
Port McNeill to Courtenay	494	\$345.80	\$365.56
Port Hardy to Nanaimo	766	\$536.20	\$566.84
Port McNeill to Nanaimo	692	\$484.40	\$512.08
Port Hardy to Victoria	992	\$694.40	\$734.08
Port McNeill to Victoria	920	\$644.00	\$680.80