



Holy Spirit Catholic ATA Local #5

PROFESSIONAL DEVELOPMENT GRANT CLAIM FORM

GRANT CLAIMED:

- ☐ 1.2.1 PD Additional Course Grant
- ☐ 1.2.2 PD Blueprints Retreat Grant
- ☐ 1.2.3 PD Blueprints Retreat Grant
- ☐ 1.2.4 PD Maria Zappone Pilgrimage Grant
- ☐ 1.2.5 PD Master's and Doctoral Degree Grant
- ☐ 1.2.6 PD Return from Leave Grant
- ☐ 1.2.7 PD School Initiative Grant
- ☐ 1.2.8 PD Specialist Council Conference Grant
- ☐ 1.2.9 PD S.P.I.C.E. Retreat Grant
- ☐ 1.2.10 PD Substitute Teacher Grant

Submission:

Send this claim form and necessary receipts in one email to the PD Chair. Your current PD Chair is Gay Lagler at St. Mary's Taber atalocal5pd@gmail.com

NAME: _____ SCHOOL: _____

NAME and PLACE OF PD ACTIVITY: _____

DATES OF PD ACTIVITY: _____ DATES A SUB WAS REQUIRED: _____

Complete the pertinent sections below. Substitute costs will be paid to Holy Spirit Payroll on your behalf.

Registration: (attach receipt showing paid)

Total Registration cost claimed

CAD \$ _____

Travel:

Mileage (see chart on reverse) _____ km @ \$0.69 = \$ _____

Park Entrance Fee (attach receipt showing paid, place, and dates *a copy of the park pass may show this info) = \$ _____

Air/Bus/Taxi Fare (attach receipt showing paid) = \$ _____

Car Rental and parking (attach receipt showing paid) = \$ _____

Total Travel cost claimed

CAD \$ _____

Accommodation:

Hotel Room and fees (attach receipt showing paid) = \$ _____

Private Residence (\$50.00/day no receipt necessary) = \$ _____

Total Accommodation cost claimed

CAD \$ _____

Meals: (no receipt necessary)

Breakfast \$20 x _____ = \$ _____

Lunch \$30 x _____ = \$ _____

Dinner \$40 x _____ = \$ _____

Total Meals cost claimed

CAD \$ _____

Other PD: (attach receipt showing paid)

Professional Affiliation/Subscription Fees = \$ _____

Professional Books = \$ _____

Total Other PD cost claimed

CAD \$ _____

TOTAL PD EXPENSES

ATA-PD Chair Signature /Date

CAD \$ _____



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Mileage Chart:

Automobile use will be paid in accordance with the following chart. Centers not on the list will be based on distance as indicated by current road maps.

DISTANCE (RETURN)	KILOMETERS	TOTAL @ \$0.69/km
Lethbridge to Banff	668	\$460.92
Lethbridge to Bow Island	222	\$153.18
Lethbridge to Calgary	424	\$292.56
Lethbridge to Coaldale	36	\$24.84
Lethbridge to Edmonton	1006	\$694.14

DISTANCE (RETURN)	KILOMETE RS	TOTAL @ \$0.69/km
Lethbridge to Kananaskis	582	\$401.58
Lethbridge to Medicine Hat	334	\$230.46
Lethbridge to Picture Butte	60	\$41.40
Lethbridge to Pincher Creek	200	\$138.00
Lethbridge to Taber	108	\$74.52