

# GDI Training & Employment Rate Review Changes

## Approved Changes

### Article II Section 4 Eligible Financial Assistance

#### B. Eligible Support Costs 2) Client Travel b)

Travel allowance is based upon 30 cents per kilometer to the training location from the town closest to the client's residence if it is further than 30 kilometers for a round trip, to a maximum of 100 kilometers.

#### B. Eligible Support Costs 2) Client Travel e)

For clients attending training outside of their home communities, they may be eligible for travel reimbursements to a maximum of \$600 in each four month training period, to a maximum of two trips per academic year. Travel must be conducted by the most reasonable means. Original receipts must be submitted.

#### B. Eligible Support Costs 3) Living Away From Home Allowance a)

Additional accommodation allowances can be paid to clients who are required to participate in training such as practicum's or short training programs outside of their home communities, and are maintaining two residences.

#### B. Eligible Support Costs 3) Living Away From Home Allowance c)

LAFHA can be paid to a maximum of 16 weeks per year.

#### B. Eligible Support Costs 4) Dependent Care a)

A Dependent is defined as any individual from birth up to and including 11 years or an individual who is disabled as identified by a physician.

#### C. Eligible Course Costs 2) Books b)

GDI will advance book costs as outlined for the course and approved on an individual CPN basis. Original receipts must be submitted.

### Article II Section 11 Supplementary Allowance

#### C. Dependent Care Allowance 2)

The client signs a Trainee Documentation Form (Appendix 3), declaring that the payment of an additional amount in respect of the care of these dependents is required in order to take part in the program. This allowance will be paid based on actual costs with original receipt, and to a maximum as indicated on the Client Dependent Care Allowances Table (Appendix 9). **(Note: Original receipt must include the childcare provider's Social Insurance Number or Business Number.)**

The Dependent Care Allowance is paid on the basis of hours of care required (e.g., training and commuting time) per day for each dependent as defined by GDI approved Dependent Care Allowances Table. The dependent needing the

most hours of care will be listed as the first dependent on the TDF as to maximize the amount paid to the client. The Dependent Care Allowance may not be paid when there is a client school break, for example, Stat Holidays and Christmas.

## D. Commuting and Travel Allowance

Travel Allowance is based upon 30 cents per kilometer to the training location from the town closest to the client's residence, if it is further than 30 kilometers for a round trip, to a maximum of 100 kilometers per day, unless in special circumstances and approved by the Director. See Appendix 13 for Client Commuting and Travel Allowance.

## Appendix 8: Guidelines for Disability Budget

Reviewed with no changes recommended.

## Appendix 9: Dependent Care Allowance Table

A Dependent Care Allowance may be paid to a client when:

- ❖ The client has one or more eligible dependents requiring paid supervised care while the client is attending the program and/or traveling to and from the program site; and
- ❖ The client signs a Trainee Documentation Form, declaring that the payment of an additional amount in respect of the care of these dependents is required in order to take part in the program.

The Dependent Care Allowance is paid on the basis of actual costs incurred, supported by original receipts (original receipt must include the childcare provider's Social Insurance Number or Business Number). The maximum daily allowance is payable for each dependent requiring five or more hours of supervised care per day, as shown above.

Receipts must declare all services provided.

The client must declare all financial support related to dependent care.

Clients attending part time training are eligible for dependent care allowances while attending and commuting to training. Class schedules may be requested to be submitted along with dependent care receipts.

## Appendix 11: Client Training Allowance Rates

Dependents	Recommended Part-time Weekly	Recommended Full-time Weekly
Residing with parents No Dependents	\$60	\$125
0 Dependents (Basic Allowance)	\$ 110	\$250
1 Dependent	\$ 125	\$300
2 Dependents	\$ 135	\$325
3 Dependents	\$ 150	\$350
4 Dependents	\$ 160	\$375
5 or more dependents	\$ 175	\$400

Note:

- ❖ The training allowances payable are based on a full-time or part-time weekly rate structure.

❖ Part time training = 16-25 hours per week

❖ Full time training = 26 or more hours per week

❖ T&E may elect to use educational institute's definitions upon approval of the Program Coordinator.

❖ For simplicity of administration, in cases where hours are irregular, allowances may be paid on the basis of the average weekly hours over the period of time involved.

## Appendix 13: Client Travel Allowance

### Living in Home Community

Client Travel Allowance is for travel to and from the training location each day. Travel Allowance is based upon 30 cents per kilometer from the town closest to the participant's residence to the training location, if it is further than 30 kilometers for a round trip, to a maximum of 100 kilometers per day.

Living Away From Home Allowance does not apply in this instance.

### Living Away From Home Community

Travel Allowance is for mileage to the course at start date and from the course at end date. This is over and above the \$600 return trip home allowance.

Clients may be eligible for return trip home reimbursements to a maximum of \$600 in each four month training period, to a maximum of two trips per academic year. Travel must be conducted by the most reasonable means. Original receipts must be submitted.

Living Away From Home Allowance may also be paid in this instance. See Section II Article 4.