

PRIDE Pre-Service Training Program

Federation of Foster Families of Nova Scotia

Trainer Expense Claim

Dates of Sessions: _____

Location: _____

Your name: _____

Phone Number: _____

Mailing address: _____

Postal Code: _____

Email address: _____

Your Expenses

*Please complete Child Care portion on reverse of this form.

Date (List each day separately)	Kilometres Travelled	Total Travel Cost (multiply 45.85 x km travelled)	Breakfast \$8.00	Lunch \$15.00	Dinner \$20.00	Child Care (bring forward from back of form)	Prep Allowance: Max-\$150***	Honourarium/ Admin Meeting/ Professional Development (\$50 per 3 hr session)	Misc. (must explain below & attach receipts)	Total
Totals:										

*** If unable to facilitate all 9 sessions or if substituting, the breakdown for the Prep Allowance is: 1 Session-\$50.00; 2 Sessions-\$65; 3 Sessions-\$75; 4 Sessions-\$85; 5 Sessions-\$95.00; 6 Sessions-\$110.00; 7 Sessions-\$125.00; 8 Sessions-\$140.00 & 9 Sessions-\$150.00

Explanation of miscellaneous items: _____

Signature of Trainer: _____

Date submitted: _____

Please submit to: **Training Department**
c/o Federation of Foster Families of Nova Scotia
99 Wyse Road, Suite 350
Dartmouth, NS B3A 4S5

Babysitting Claim

Number of Child(ren)-in-Care: _____ **Ages:** _____

Number of Biological/Adoptive Child(ren): _____ **Ages:**

Date	From (a.m. or p.m.)	To (a.m. or p.m.)	Number of Hours	\$10.60/hour 1 st child. \$4.00/hour additional children (max of 4 children)

Your Signature: _____

- Children up to 12 years of age: \$10.60 per hour for the first child. The rate for each additional child is \$4 per hour for up to four children per household and a max of 10 hours per day.
- Please note: time relating to babysitting extends from 12:00am-12:00am (i.e. midnight to midnight is one full day). If babysitting is required overnight, this is considered ‘respite’ which is a maximum of \$56.00 for a 24-hour period.