



Recreation Training Fund Guidelines

The Recreation Training Fund is administered by the Recreation & Parks Association of the Yukon (RPAY) and made possible with support from Government of Yukon Sport and Recreation Branch. It was established to enhance the delivery of quality recreation programs and services across the territory.

The Guidelines explain what funding is available, your eligibility for funding, and the application deadlines.

Who can apply?

Applications are accepted from individuals who are:

1. Recreation practitioners and leaders, students working part-time in recreation, or those aspiring to work in the field of recreation and parks, and
2. Yukon residents who do (or will) work or volunteer in recreation in rural and/or Yukon First Nation communities, and
3. Prepared and able to pre-arrange and pre-pay registration, travel and accommodation. Note: If pre-paying for registration poses an undue hardship, please contact RPAY before applying.

Applicants who have previously received funds may be considered provided their agreement is closed (i.e., they participated fully in the training, and they submitted a claim and report).

Organizations and governments are not eligible but are encouraged to contact RPAY to discuss their training needs. Local government bodies, listed on page 3, can apply to the [Community Training Trust Society](#).

What can I request?

Applicants can request funding for short, formal courses and workshops, distance education, or mentoring that leads to certification and/or the development of competencies needed to deliver recreation, parks or physical activity programs in rural communities.

Requests of up to \$1,500 in each fiscal year (April 1 to March 31) will be considered for:

- Registration fees - up to 75% of the total - for training that is delivered online or in the Yukon, and if this is not possible, in western Canada.
- Travel at a rate of \$.30/km or the lowest economy fare by air, bus or shuttle.

- Accommodation up to \$150/night for a hotel or \$50/night for private accommodation.

Funds are dispersed after successful completion of the training and after the required receipts and report have been submitted.

NOTE: If approved for the Recreation North Training Program, you will pay 25% of the fees and RPAY will pay the remaining 75% directly to the Program.

How do I apply?

Use the [online Recreation Training Fund application](https://am.lol/p/4iHedrl?lang=en) to apply. Click the link or copy and paste <https://am.lol/p/4iHedrl?lang=en> in your browser.

Applications must be received before the start of the training. Applications received once a training has begun or ended will not be considered.

Applications are accepted throughout the year but may not be approved if the Fund for that year has been used/depleted. Before applying, contact RPAY to check that funds are still available.

How do I receive the funds?

A decision will be made within four weeks. Applicants will receive an email that indicates funding approval and amount or provides a reason why funding was not approved.

Request the funds within 30 days of successfully completing the training.

1. Complete the Recreation Training Fund report.
2. Fill out the Recreation Training Fund Claim form and attach receipts.
3. Provide proof of certification, if one was associated with the training.

These are filled out and submitted online using the links in your approval email.

Who can I contact with questions?

Contact Anne Morgan, Executive Director at 867-668-3010 or at anne@rpay.ca.





Local government bodies are encouraged to apply to the [Community Training Trust Society](#).

LOCAL GOVERNMENTS:

- Hamlet of Mount Lorne
- Hamlet of Ibex Valley
- Marsh Lake Local Advisory Council
- South Klondike Advisory Council
- Tagish Advisory Committee

FIRST NATIONS:

- Carcross/Tagish First Nation
- Champagne-Aishihik First Nation
- Kluane First Nation
- Kwanlin Dun First Nation
- Liard First Nation
- Little Salmon/Carmacks First Nation
- Na-Cho Nyák Dun First Nation
- Ross River Dena Council
- Selkirk First Nation
- Ta'an kwäch'än Council
- Teslin Tlingit Council
- Tr'ondëk Hwëch'in Hän
- Vuntut Gwitchin First Nation
- White River First Nation

MUNICIPALITIES:

- Village of Carmacks
- City of Dawson
- Town of Faro
- Village of Haines Junction
- Village of Mayo
- Village of Teslin
- Town of Watson Lake
- City of Whitehorse