



Recreation Training Fund Guidelines

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

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, 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 share the training and related costs.

Organizations and governments are not eligible to apply, but are encouraged to contact RPAY to discuss their training needs. Local government bodies listed on page 3 are encouraged to 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 and physical activity programs in rural communities.

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

- Registration (e.g. Bronze Medallion) fees up to 75%.
- 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.

It is expected that applicants will pre-arrange and pre-pay their registration, travel and accommodation. (If pre-paying for registration poses an undue hardship, please contact RPAY.) Funds are dispersed after successful completion of the training and with submission of required receipts and report.

How do I apply?

Use the [online Recreation Training Fund application](#) to apply. Click the link or copy and paste <https://www.surveymonkey.com/r/RTFund> in your browser.

Applications must be received before the start date 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. Therefore, individuals are encouraged to contact RPAY before applying to ensure funds are still available.

How do I receive the funds?

A decision will be made about each funding application by RPAY within two weeks. Applicants will receive an email that indicates approval of funding and the amount or provides a reason why funding was not approved.

To receive funds, within 30 days of successfully completing the training:

1. Complete the brief report (template provided),
2. Fill out the Expense Claim form (provided) with receipts attached, and
3. Provide proof of certification if one was associated with the training.

Submit the above to: Anne Morgan, RPAY's Executive Director at anne@rpay.ca.

Who can I contact with questions?

Please contact Anne Morgan, RPAY's Executive Director at 867-668-3010 or at anne@rpay.ca for more information.





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