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 40.15¢ x km travelled)	Breakfast $6.00	Lunch $12.00	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