

Your way ahead



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BCTA MELT Grant Opportunity- Participant Financial Supports

Participant financial supports are intended to remove barriers to individual participants' success in their training. As part of the Community Workforce Response Grant, BCTA has been able to secure additional participant financial supports for the duration of the Class 1 MELT training.

These guidelines provide an overview of reimbursements provided incurred during the Class 1 MELT training. BCTA will issue a per diem for meals and incidentals for out-of-town participants, and a travel allowance for mileage for all participants. Reimbursements will only be provided on training days and where mileage, meals, and accommodations have occurred. Reimbursement for mileage is calculated by applying the mileage (km) rate to the actual driving distance for training purposes, by the most direct route.

Maximums include:

- 61 cents per KM allowance, to and from training for all participants
- \$50 per day on food and incidentals for out-of-town participants (commute is excess of one hour)
**Lower Mainland participants will be dealt with on a case-by-case basis*
- \$150 a night on accommodations for out-of-town participants (commute is excess of one hour)
**Lower Mainland participants will be dealt with on a case-by-case basis*

There is a maximum of \$2,500.00 per participant for the duration of the Class 1 MELT training. Please contact BCTA if additional expenses are required, and this will be assessed on a case-by-case basis.

Participants are required to provide all receipts for the expenses incurred. Please email the completed form to MELT@BCTrucking.com within 7 days of the training's end date for assessment. BCTA staff will review the expense sheet and receipts and adjust for any discrepancies. BCTA reserves the right to request additional information and make the final determination of the reimbursement.

If you have questions, please contact:

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