

**Background**

Publisher travel is no longer eligible for funding through the Department of Canadian Heritage. A task force was struck following the 2015 AGM to develop a plan to support member travel to ACP meetings. This plan was presented at the 2016 Mid-Winter Meeting, and was then circulated to the membership for review.

With a goal of devoting \$30,000 to travel subsidy in 2016-17, the task force's proposal includes the following recommendations:

1. A travel subsidy fund be developed through a combination of:
  - ACP operating funds, in the short-term drawing on the association's reserves if needed;
  - Private sponsorship;
  - A participant levy on meeting registration fees.
  
2. That ACP continue to lobby the Department of Canadian Heritage to reinstate travel support through the Canada Book Fund.

**2017 AGM travel subsidy terms**

To be eligible for travel subsidy, members must participate in two of the three days of the ACP AGM.

Travel subsidy will cover:

- 50% of the lowest economy airfare/rail fare, or mileage at [Treasury Board rates](#)
- 50% of ground transportation to and from the airport/train station
- 50% of up to two nights' accommodation, up to a maximum of \$150/night

Meals and other incidentals are **not** eligible for reimbursement.

Subsidy funding is limited. Travel subsidies will initially be limited to one per member firm. Firms that wish to apply for a second subsidy may do so, and will be put on a waiting list. If funds permit, subsidy funds will be awarded to additional registrants on a first-come, first-served basis.

If you plan to attend the AGM and will be claiming travel subsidy, please indicate so on the online registration form no later than May 22, 2017. Claims will be reimbursed following the AGM upon submission of receipts and the completion of AGM evaluation forms.

**Expenses eligible for travel subsidy include mileage at [Treasury Board rates](#), economy class airfare, and cab fare. Food and other incidental costs are not eligible for subsidy.**