

**Travel Fund Policy for Western Ontario Region Pony Club
(Amended May, 2009)**

1. Funding subsidy will be paid to selected chaperones/coaches and to Pony Club members in good standing, who have met the Code of Conduct for Western Ontario Region and Canadian Pony Club and the qualifications of their discipline as verified by their Branch District Commissioner and the Discipline Chair.
2. Funding subsidies shall be budgeted on the basis of the allowable participation of Regional members at National/Zone and International Events (see item #4). Subsidy for competitions held in Central Ontario and Western Ontario Regions will be restricted to entry fees only, up to \$75.00 maximum.
3. Subsidies for National/Zone competitions shall be based on the cost of entry fees up to \$75.00 and travel up to 25% of lowest reasonable direct transportation costs as determined by the discipline Chair, excluding travel in Western Ontario and Central Ontario Regions. Entry fee subsidies for International Competitions shall be as for National/Zone; travel shall be up to 35% of lowest reasonable direct transportation costs. Cancellation insurance is MANDATORY. Receipts Required.

| 4. | NATIONAL/ZONE | INTERNATIONAL |
|-----------------|---|---|
| Rally | 8-12 people (Dependent on format. i.e. Zone or National) | Interpacific (every 2 years) by application |
| Tetrathlon | 10 people 1 Ladies team (4 members + 1 chaperone) 1 Men's team (4 members + 1 chaperone) | International (every 2 years) by application |
| Quiz | 10 people A/B team (4 members + 1 chaperone) I C team (4 members + 1 chaperone) | International by application |
| PPG | 12 people 1 A Division team (5 members + 1 chaperone) 1 Masters team (5 members + 1 coach) Up to 2 applicants for International tryouts-max. \$100.00 each | International (every year) by application |
| Dressage | 6 people | |
| Show Jumping | 1 person | |

*Other events as may be recognized by CPC

5. The Travel Fund shall be accumulated over the year to culminate by June 30th and be dispersed to enable competitors to pay for the entry fees. Maximum effort will be made to distribute available funds prior to the event, upon receipt of travel claims and accompanying receipts to the Treasurer. The travel fund Committee will approve final travel costs.
6. If a reduction in the overall payment has to occur due to lack of available funds, then a set percentage to be determined will be deducted from all who benefit from the fund.
7. Prior to the March Regional meeting, a committee comprised of the Chairs of Dressage, Quiz, PPG, ABC Rally, Show Jumping, Tetrathlon and the Regional Treasurer and Chair may meet and prepare a travel cost estimate for that year. The estimate shall apply to costs identified in Item #3 and be based on the anticipated maximum number of representatives per Discipline National/Zone and International competition as outlined in Item #4.
8. Five dollars (\$5.00) per member head fee is allocated to the Travel fund annually. In addition, twenty dollars (\$20.00) per member family (collected as part of the annual fees) is also allocated to the Fund.
9. Food booths run at all Regional events will donate 25% of any profits to the Travel Fund, National/Zone food booths are excluded.
10. The available funds allotted to each Discipline shall be distributed equally among all individuals who qualify to travel and not necessarily restricted to the numbers used for budgeting purposes. Discipline Chairs shall report to the Region regarding the proposed disbursement of travel funds.
11. Profits generated at Regional events may go towards the Travel Fund if required in any given year, providing the Region can maintain a working balance of at least five thousand dollars (\$5000.00). This \$5000.00 is excluding funds allocated to the Travel Fund (to be reviewed annually).
12. Discipline-specific fund raising shall be permitted providing solicitations are not in conflict with Regional efforts and other disciplines. Discipline fund raising shall not affect budgeted Regional subsidies.