# Travel Subsidy Procedure

1. Send an email to [Victoria.Nolan@cnib.ca](mailto:Victoria.Nolan@cnib.ca) or phone 416-357-1571. In the email or voicemail, please state the following information:
   1. First and Last name
   2. City and Province you will be travelling from and returning to
   3. Your email address and phone number
   4. Whether you would take a bus, train or plane.

Emails and voicemails must be sent by March 17 , 2019 to be considered for the first round of subsidies.

1. Applications will be reviewed, and you will be notified by March 22 if you are eligible to receive a travel subsidy. You will also be notified the approximate amount of your subsidy (up to 75% of the total cost). Please note that subsidies are limited, and priority will be given to people living in remote areas.
2. If you would like to proceed, you will book your travel and mail or email the receipt of payment to Miriam.Mas@cnib.ca. You will be reimbursed for the amount that was quoted to you (up to 75% of the cost). A cheque will be mailed to you within 2-3 weeks of receiving your invoice.
3. Lake Joseph shuttles will be available from Union Station and Pearson Airport to Lake Joe. Shuttle departure times will be confirmed at a future date, but approximate departure time will be 1:00 P.M. on Friday afternoon and 12:00 P.M. on Sunday afternoon. Please note these are estimates at this point.

If you have questions on this process, please email [Miriam.Mas@cnib.ca](mailto:Miriam.Mas@cnib.ca).