



### **Purpose**

The Travel Expenses for Coaches Policy provides guidance on expenses to be covered for coaches of Halifax County United Soccer Club teams.

Parents/teams are responsible for their Coach's travel expenses related to games outside of Halifax Regional Municipality (HRM) and the East Hants Sportsplex as these expenses are not included in the player registration fees and vary from team to team. Teams will need to review their schedule for both league play and tournaments to determine expenses that need to be covered and then collect fees from parents or through fundraising. Team Managers are to collect and provide payment to Team Coaches.

### **Gas/Mileage**

The Coach will receive CAD \$0.25/km, for example a 100 km trip to Bridgewater, Nova Scotia would result in CAD \$50.00 in Gas/Mileage payment to the Coach. If the team has multiple coaches, they are expected to travel together.

### **Accommodations**

For accommodations, by receipt, ideally with the Coach staying in the same hotel as the team when possible (for example a trip to Cape Breton, Nova Scotia for games on Saturday and Sunday). If the majority of a team travels the night prior to a tournament or game then a discussion should be had between the Coach and Team Manager to do the same for the Coach. If two Coaches travel they will share the room or split the money for one room paid by the team. If more than two coaches travel then a discussion between Team Manager and Head Coach would need to happen.

### **Meals**

Meal expenses will be covered for games taking place outside of HRM and the East Hants Sportsplex. In general, day trips would be one to two meals and overnight trips two to three meals, with discussion needed between Coach and Team Manager. When meals are provided at the event or not included with accommodations the general guidelines are:

Breakfast CAD \$10.00

Lunch CAD \$15.00

Dinner CAD \$20.00