

Scenario Example	Apply for:	Reason
I'm working on a Master degree and need additional time for course work and/or thesis research. What should I do?	Long-Term Assisted Professional Development Leave	LT Assisted PD Leave provides up to 70% of regular base salary and allows for the member to take a paid leave.
There is a conference I wish to attend and I need time away to go. What is available to me for paid time away?	Short-Term Assisted Professional Development Leave	ST Assisted PD Leave provides 100% of regular base salary for up to 2 weeks per year and allows for the member to take a paid leave.
I have 2 weeks of CDPD scheduled in my workload, but can't schedule the other 2 weeks due to the program workload. If I booked the other 2 weeks, then it would be a cost to the institution under Article 14.3. How can I schedule the other two weeks?	Innovative Education Support (IES) Fund	The IES Fund will pay for instructor replacement costs allowing members to schedule the remaining of their CDPD that could not be scheduled as cost neutral in their annual workload.
I have my 4 weeks of CDPD already scheduled in my annual workload, but want to take 2 weeks to attend a training workshop. How can I book this time off?	Short-Term Assisted Professional Development Leave	If the 4 weeks of CDPD is already utilized, the ST Assisted PD Leave is a viable option to schedule up to 2 weeks of PD Leave.
I would like to bring in a guest lecturer for my course as the person is an expert in their field and the topic is relevant to my students. There is a cost for the guest lecturer. How can I schedule them?	Innovative Education Support (IES) Fund	Under Student Support, funding for guest lecturers is an approved activity.
There is a workshop that would be an excellent development opportunity for a number of BCGEU employees. Is it possible to cover the cost of the facilitator to deliver the workshop?	BCGEU Group Professional Development Fund	For group PD opportunities, BCGEU members can apply for up to \$800 in funding to cover costs of the group activity.
A group of BCGEU members are attending a conference in Vancouver. We plan to travel together. Are there any funds available to cover accommodation and travel?	BCGEU Group Professional Development Fund	Can be applied to group travel costs such as ferry to assist in the group costs for attending the conference up to \$800.
As part of my research studies, I am conducting some focus groups and interviews. Am I able to take paid time off for this work?	Short-Term Assisted Professional Development Leave OR Long-Term Assisted Professional Development Leave	Depending on the length of time required, Instructors can take ST Assisted PD Leave for up to 2 weeks or LT Assisted PD Leave for periods longer than 2 weeks.
For a wellness activity, we would like to book a yoga instructor to provide a session to members and students. Is this activity covered?	BCGEU Group Professional Development Fund	Activities, such as supporting wellness, for a group can be funded through the Group PD fund up to \$800.
I am presenting a paper at a conference. How can I take paid time off work to attend?	Short-Term Assisted Professional Development Leave	ST Assisted PD Leave for up to 2 weeks can be taken that cover 100% of regular base salary.