

MANITOBA OPERATING ROOM NURSES ASSOCIATION EDUCATIONAL FUNDING GUIDELINES



Purpose:

To provide flexible funding guidelines to support and promote MORNA members attendance at perioperative educational sessions using a points system. The points system, as outlined below, is designed to recognize and reward individual contributions to enhance perioperative nursing practice through participation in educational sessions supported by MORNA. The MORNA Board will administer all funding in accordance to the following guidelines. The Educational Funding Guidelines are designed to promote fair and equitable allocation of funds to all MORNA members. This funding is for educational sessions only and funding for other educational purposes will be addressed separately.

Note:

- An educational session may include seminars, workshops, conferences, meetings and symposiums.
- A membership year extends from January 1-December 31 of any given calendar year.

Guidelines:

1. Funding will only be approved for educational sessions related to perioperative nursing practice.
2. The amount allotted for education funding is determined and budgeted annually by the MORNA Board and will be presented to membership for approval.
3. Funding can only be applied to cover expenses related to travel arrangements (tickets or gas), hotel costs (equivalent nights as number of conference days plus one) and registration fees.
4. Available funding will range from a minimum of \$300 up to a maximum of \$500 per membership year, according to budgeted funds. MORNA Executive Board members are eligible to receive a bonus of \$100 per year for a maximum of \$600 per year.
5. In order to receive the minimum funding of \$300, the applicant must:
 - be a current ORNAC/MORNA member
 - have held an active ORNAC/MORNA membership for the membership year prior to the application
 - have attended at least three (3) MORNA meetings in the membership year prior to the application
 - confirmation of attendance at MORNA meetings is based on signatures on the Attendance Records at each meeting
6. If an applicant has achieved the minimum funding of \$300, they are eligible to receive up to the maximum funding of \$500 through a points system whereby each point is worth \$50.00. Please see the MORNA Educational Funding Application for a list of activities and the points assigned.

7. In the event that a member wins a paid registration fee to any MORNA educational session, this will not influence the amount of funding available to that member.
8. Applications for funding must be submitted to the Treasurer four (4) weeks prior to the educational session. Following the educational session, funding will be provided once the following original documents are submitted:
 - registration receipt
 - hotel and/or airfare receipts
 - proof of attendance
 - an article for the MORNA Gauzette relevant to the educational session in which you are seeking funding for

Members have until the end of the year in which the educational session occurred to submit these documents to be eligible for funding

Note: In lieu of an article, the member may choose to provide a 30 minute presentation to membership on a topic presented at the education session. Members have until the end of the year in which the educational session occurred to make the presentation.

9. MORNA members who live farther than 100kms from Winnipeg and travel to either the Spring Workshop or the AGM may be entitled to receive travel funding based on the table below. Travel Funding will be assessed by the Treasurer to ensure rural members travel in groups as much as possible.

0-100km	\$0
101-200km	\$20
201-300km	\$30
301-400km	\$40
401km or more	\$50

Kilometers travelled will be based on the following:

Selkirk	36km
Steinbach	65km
Portage La Prairie	85km
Winkler	125km
Morden	126 km
Neepawa	187km
Brandon	214km
Dauphin	327km
The Pas	625km
Thompson	761km
Flin Flon	767km