

## **PILGRIMAGE OF REMEMBRANCE - ONTARIO COMMAND POLICY**

1. The deadline for receiving applications on the online portal: <https://lnfcanada.ca/our-work/pilgrimage-of-remembrance/> is based on the final date stipulated by the Legion National Foundation.
2. Ontario Command will send out the 'call' from the Legion National Foundation with a covering memorandum to the District Commanders, Zone Commanders and members of the Youth Education Committee, noting the deadline date. The "call" from Legion National Foundation will include an online Application Portal, criteria for selection of the candidate and other pertinent information.
3. The District Youth Education Chairs will solicit Branch Members to apply online.
4. Once the portal is closed, applications will be consolidated and sent to Provincial Command Executives (the 3 Vice Presidents) for their review and recommendations.
5. The Vice Presidents will submit their reviews and recommendations on candidates to the provincial Command office by a specified date (based on the deadline date from the Legion National Foundation).
6. The Legion National Foundation will be advised of the 3 VP's recommended provincial candidate.
7. Final approval rests with the Dominion Poppy & Remembrance Committee/the Legion National Foundation.
8. Ontario Command is responsible for notifying the unsuccessful candidates.

Costs for the selected (10) Provincial Command representatives (across Canada) will be covered by the Legion National Foundation. This includes domestic travel, international air and coach travel, hotel accommodations, most meals, museum admissions and out-of-Canada medical insurance. Accommodation is based on double occupancy. Any single premium will be at the individual's expense. Candidates are responsible for gratuities for the tour guide and coach driver or any items of a personal nature.

9. Interested Branch Members must demonstrate the following:
  - a) Application Form – Complete the online Pilgrimage of Remembrance Application Form found here: <https://lnfcanada.ca/our-work/pilgrimage-of-remembrance/>
  - b) Canadian Legion Member - must be a member of The Royal Canadian Legion and possess proper Legion dress for ceremonies conducted while on the Pilgrimage;
  - c) Age of Majority - must be of the age of majority (19 years of age in Ontario);
  - d) Passport – possess a valid passport six (6) months past the trip return date (security requirement).

- e) Active Committee Member – Must be active in a Legion branch, youth education committee, and other community activities, these should be outlined and explained in both the essay and application form.
- f) Public Speaking – Must be an effective communicator with proven experience in public speaking and technical ability in preparing presentations; experience in the use of social media would be highly desirable and this must also be addressed in the essay;
- g) Application Essay – Must draft a 500 word essay on your motivation to attend the pilgrimage and what makes you the best candidate;
- h) Post-Pilgrimage Presentation Schedule – Must attach a separate document outlining post pilgrimage activities, specifically, how you would expect to relate your pilgrimage experience to youth groups, Legion branches, the media, and other organizations in your communities upon your return. The candidates must be able to develop their own video or slide presentations.
- i) Fitness Level – Applicants must be physically fit. Successful candidates must be able to walk 8,000 – 10,000 steps a day, be able to walk on uneven dirt paths and travel with temperatures up to 35C; and
- j) Vaccination requirements – Applicants must be able to meet the travel vaccination requirements of Countries visited at time of Pilgrimage.

Incomplete applications will not be evaluated; please ensure all the above criteria are well identified in your application form or essay before sending.

Successful Pilgrims will be notified by December noted on the Call.

**Additional Information if selected:**

If selected, a personal information form will be sent to the successful pilgrim by The Royal Canadian Legion. The following will be required:

1. **Personal Information Form** – the form must be filled out completely and sent back to The Royal Canadian Legion;
2. **Copy of Passport** – A copy of the information pages of your valid passport; and
3. **Medical Insurance Application Form** – Application for medical insurance will be provided to each command pilgrim on the tour and will be processed centrally through The Royal Canadian Legion to the insurance provider.

## **Cancellation of Command Representative**

If the primary command representative elects to cancel their participation in the pilgrimage prior to departure, the respective Provincial Command's backup candidate will be expected to attend. Confirmation as a replacement delegate will be contingent upon the ability to effect the required changes; one major determining factor will be flight availability, as simply changing the name on an airline ticket is not an option.

Provincial Commands are to be aware that they will be responsible to reimburse Legion National Foundation for all non-refundable expenses associated with the cancellation of a command representative. In addition to airfare, expenses could include accommodations and meals as these arrangements will have been confirmed and paid well in advance of the pilgrimage dates. The Provincial Command will then have the responsibility to decide whether to seek reimbursement for the expenses repaid to Legion National Foundation from the pilgrim who cancelled.

## **Travel Companion**

If a pilgrim is interested in bringing a companion as a paying (self-funded) pilgrim, the companion will have to comply with the following criteria:

**Age of Majority** - Must be of the age of majority;

**Passport** – possess a valid passport six (6) months past the trip return date (security requirement);

**Fitness Level** – Pilgrims must be able to walk 8,000-10,000 steps a day, be able to walk on uneven dirt paths and travel with temperatures up to 35C; and

**Vaccination Requirements** – Applicants must be able to meet the travel vaccination requirements of Countries visited at time of Pilgrimage.

Tour costs will be the responsibility of the individual(s). The finalized costs will be established in the near future and will be based on the following:

- a) hotel accommodations based on double occupancy;
- b) all breakfasts and some lunches and dinners;
- c) coach travel, museum admission; and
- d) airfare from Toronto to France, return.

NOTE: it does not include most lunches, add-on airfare to the departure point (Toronto) or medical insurance.