

CENTRAL ACCOMMODATION FUND



**University
of Victoria**

REQUEST FOR REIMBURSEMENT

The Central Accommodation Fund has been established by the University to assist in the fulfilment of its legal duty to accommodate University employees with disabilities as regulated by the British Columbia Human Rights Code and to provide departments with a source of funds to assist in their provision of necessary and reasonable accommodations.

Departments are encouraged to contribute towards items or services purchased through the Central Accommodation Fund to support the accommodation of their employees. Please review the [terms of reference](#) for more details.

Department _____

Employee Name _____

Supervisor _____

Item(s) _____

Total cost _____

Amount requested for reimbursement _____

Have other sources of funding been reviewed? Yes No
(carry forward funds, equipment reserves, faculty/dept reserve)

Signatures:

Name – Supervisor:

Date

Name - Director/Dean:

Date

Submit completed request forms and supporting documentation to:
Rebecca Lumley, Director – Total Compensation and Recruitment
Human Resources
lumleyr@uvic.ca