

OPSEU Local Funding Support

Source: OPSEU's *Local Treasurers Getting Started Toolkit*



For locals, the main source of operating funds comes from the dues rebates received from OPSEU head office.” However there are other methods for a local to receive money.

Area Council and Labour Council dues

Locals may apply for reimbursement for either of these dues payments. Fill out the form(s) which is available on OPSEU's website. Attach receipts to the form and send your submission to the secretary of accounting at OPSEU head office. Reimbursement can only be claimed for the current and previous year at any one time. 90% of the dues are reimbursed. (By policy)

http://www.opseu.org/sites/default/files/area_council_dues_rebate_english.pdf

http://www.opseu.org/sites/default/files/labour_council_dues_english.pdf

Communications Incentive fund

This is a new fund to assist locals in setting up a reliable and secure e-mail and Internet link. It is a one-time grant of \$500. Requests are sent to OPSEU communications department.

http://www.opseu.org/sites/default/files/communicationsincentivefundapplication_en.pdf

Local Education Fund

If you want to organize local education, funds are available from your region to reimburse some of the costs. Eligible costs include: meeting room, travel and childcare costs of members attending; audiovisual rental and photocopying; services for special-needs participants; a meal and/or coffee. NOTE: lost wages and/or own time will NOT be reimbursed.

If you want the funding up front:

- prepare a cost estimate or budget for the local education being planned and specify the amount requested;
- submit the request to your regional vice-president (RVP) for approval;
- the RVP sends the request for the approved amount to the senior claims clerk;
- the senior claims clerk issues a cheque for the approved amount to the local or a specified member;

- after the event, the local treasurer submits the receipts along with the original request to the senior claims clerk.

If you have run the event and now want reimbursement:

- send the request with attached receipts to the RVP after the event;
- the RVP approves an amount and submits that to the senior claims clerk;
- the senior claims clerk sends a cheque for the approved amount to you, the local treasurer.

Local Time Off fund (80/20 Fund)

OPSEU will fund a local based on its signed up membership as of the previous year. The funding formula is \$25.00 per member in good standing per year. OPSEU will pay \$20.00 per member, the local contributes \$5.00. Time off is for the operation of the local and is intended for a range of activities including grievance handling, local executive committee (LEC) planning, trustee audit reports, mobilizing and leadership recruitment etc. It can be initiated by the LEC or by a member. The LEC fills out the request form and signs it. The LEC must get the approval and signature on the request form, of the local's staff rep. The LEC or staff rep then sends the request directly to the senior claims clerk. (By policy)

<http://www.opseu.org/sites/default/files/local-time-off-fund-application-and-information-form.pdf>

Northern Lights Fund

The Northern Lights Fund was established to provide special assistance to locals from remote geographical areas to enable them to conduct the business of running the local. The cap per local is set at \$6,000.00 per year. 1 Any local may apply once a year for assistance for travel, accommodation and meals for LEC and/or GMM meetings. Trustee audit reports must be up to date. Submit requests to the regional vice-president before October 31. The local is expected to report, with attached receipts, on the use of the money allocated.

http://www.opseu.org/sites/default/files/northern-lights-funding_application-form-en-mar-2013.pdf

Regional Hardship Fund

The regional hardship fund is to assist OPSEU members in good standing who are experiencing unexpected and/or temporary financial hardship. The

regional hardship fund provides emergency financial assistance to eligible OPSEU members based on need, duration and available budget.

http://www.opseu.org/sites/default/files/regional_hardship_fund_application_for_m_-_revised_2013.pdf

Solidarity Reserve Fund

The purpose of the fund is to provide members with financial assistance in areas where OPSEU members find their employment and/or economic security threatened by actions taken against them by others arising out of their employment situation. Maximum is \$5,000. Members must apply to OPSEU's legal counsel for approval.

Special Assistance Fund

Locals can apply for \$1000.00 annually to the office of OPSEU's first vice-president/treasurer for special assistance if the local has financial problems. Locals must send in a financial statement (trustee audit report) along with their letter of request to the office of OPSEU's vice-president/treasurer. (By policy)

Start up Local Funds

OPSEU head office will issue a \$1000.00 start-up fund for newly organized locals, on application. Just send a memo to the office of OPSEU's 1st vice-president/treasurer (By policy) *Note: Members in new locals do not start paying dues until they have a first collective agreement.