



# Health, Wellbeing, and Hardship Fund Application

Please sign and date this form, and send, along with any attachments to:  
[admin@cupe2278.ca](mailto:admin@cupe2278.ca)

Last Name

First Name

Social Insurance Number

Email Address

Phone Number

Home Address

City

Postal Code

Department

Start Date

End Date

**Most Recent Appointment**

Description of hardship or reason for requesting the fund (please attach documentation)

\$

Level of support requested (maximum \$3742.75 per year)

**Declaration:** I, the undersigned, confirm that:

I am a current Component 1 Member of CUPE 2278 (held an appointment as a TA, GAA or EI starting within the last 12 months)

I am experiencing an emergent and significant financial hardship due to circumstances outside of my control

Sign Here

Date

# Policy #9: Health, Wellbeing, and Hardship Fund

## **Purpose**

This policy governs the distribution of funds provided for under Article B 7.04 of the Collective Agreement with UBC. The purpose of the Health, Wellbeing, and Hardship Fund (the Fund) is to provide financial support to members of Component 1 who experience an emergent and significant financial hardship due to circumstances outside of their control.

## **Eligibility**

To be eligible for support from the Fund a member must meet the eligibility conditions below:

- 1) The applicant is a Component 1 member of CUPE 2278.
- 2) The member considers themselves to be in emergent and significant financial hardship due to circumstances outside of their control.

Members are only eligible for financial support from the Fund for as long as they continue to meet all of these eligibility requirements. If a member ceases to meet any of these requirements, for whatever reason, then their eligibility for the Fund ceases immediately.

## **Level of Support**

There is a maximum that any individual is entitled to receive in each academic year. This maximum is equivalent to 0.25 of a full Teaching Assistantship at the GTA I rate. Members may request any amount less than the maximum per application, and multiple applications may be submitted in the same academic year. Applications must specify the requested amount of support.

Since the Union cannot predict how many applications the Fund will receive, there is no guarantee that an eligible member will receive support from the Fund. In cases of limited funds, applicants who have not previously received money from this Fund will be prioritized.

## **Administration**

Members wishing to receive support from the Fund must submit a completed application form and the necessary supporting documentation. Application forms will be made available on the union's website, or by contacting the union's Administrator. Completed forms must be set to the union's Administrator by email ([admin@cupe2278.ca](mailto:admin@cupe2278.ca)).

The Health, Wellbeing, and Hardship Fund is administered by CUPE 2278, specifically the Component 1 Fund Administration Committee (C1 FAC). All applications will be anonymized and treated confidentially by the C1 FAC. The C1 FAC shall meet as needed to administer the Fund and ensure members receive timely decisions.

## **Appeals**

Any member who submits a complete application for assistance from the Fund and is dissatisfied with the decision made about their application is entitled to appeal. This applies to members who are denied benefits under this Fund, and those who wish to dispute the level of benefit received.

Appeals will be heard by the C1 FAC. If a member wishes to make a further appeal of the decision of the C1 FAC, they may present an appeal to the Component 1 Leadership Committee.