

Childcare Financial Assistance Fund Application

2007-2008

Information Page

Thank you for applying to the Childcare Financial Assistance Fund administered by CUPE Local 3902. Please complete the application fully and attach all required documents – ***it is your responsibility to ensure that your application is complete.*** A checklist is provided to assist you in that process. To be eligible for the fund you must be a member of CUPE 3902 – Unit 1, and work a minimum of 30 hours between 1 May, 2007 and 30 April 2008.

Important Deadlines:

Friday 7 September 2007..... application forms available

Friday 16 May 2008..... final deadline for applications

Friday 13 June 2008 notice of status of application mailed to home address

Friday 27 June 2008 cheques disbursed

You must provide the following documents and information with your application:

- A complete application including mailing address, email address and Social Insurance Number (*all correspondence will be sent to home addresses – please ensure that this information is complete!*)
- *Photocopies* of childcare expense receipts for each dependent child (under age 16) as deemed eligible under the Canada Revenue Agency’s definition of “child care expense” for time period 1 May 2007 to 30 April 2008.
- If you have not previously signed a Union membership card, a completed membership application form must be included; if you have signed a membership card, a photocopy of your membership card.
- ***Please keep a photocopy of your assistance fund application for your records***

The amount that each successful candidate receives will depend on the number of successful applicants. No candidate shall receive an amount greater than \$1,000 per dependent child.

You will receive confirmation that your application is on file no sooner than 2 weeks after receipt. This will be mailed to your home address. If you do not receive confirmation within 30 days of the date you submit your application, please contact the union office by email at info@cupe3902.org. ***It is your responsibility to contact us if you have not received the letter confirming that your application has been received. If you have not heard from the union office by 8 June, you must contact the union to verify that your application is on file. We cannot extend the deadlines for lost applications.***

Checklist – I have included the following

- Complete application
- Receipts for Childcare expenses (*dated 1 May 2007 to 30 April 2008*)
- Membership application or proof of membership

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CUPE 3902, 180 Bloor Street West, Suite 902, Toronto ON M5S 2V6
Telephone: 416.593.7057; email: info@cupe3902.org

Contact Information:

Name _____

Home Address _____

City, Prov, Postal Code _____

Email Address _____

Social Insurance Number _____

Personnel Number _____

Dept of Work _____

Have you worked 30 hours between 1 May 2007 & 30 April, 2008 in unit 1?

Yes

No

When have you been employed?

May – Aug 2007

Sept – Dec 2007

Jan – April 2008

Have you Signed a Union Card? IF you are uncertain whether you have, please attach another membership application

Yes

No

Name(s) of Dependent Child(ren):

Name of Spouse

(if applicable)

I hereby make application to the CUPE 3902 Childcare Financial Assistance Fund. In applying for funding I attest and certify that my answers to the above questions are true and accurate to the best of my knowledge and I am not knowingly making any false representation. I further authorise CUPE 3902, its agents, officers or representatives, to request verification of any of this information from the University of Toronto. I also authorise the University of Toronto and any of its officers, agents or representatives to release such personal information to CUPE 3902 for the purpose of verifying any of this information.

Dated the _____ day of _____ 200__ in the City of _____

Signed _____