Application for Project Funding

USW Family and Community Education Fund (FCEF)

FAMILY & COMMUNITY EDUCATION FUND

FONDS D'ÉDUCATION FAMILIALE & COMMUNAUTAIRE

Which District is the request coming from? *

◯ District 3 ◯ District 5 ◯ District 6 ◯ National

Preferred language of correspondence: *

◯ English ◯ French

Select the applicable group making the request: *

◯ Local union ◯ District or CNO

◯ Other

Contact person information

Full name (in print) *

Role held in USW *

Phone number *

Email *

Local number *

Local's telephone

Local mailing address *

President's full name *

President's email *

President's telephone

Staff Rep's full name *

Project details

Name of the project *

Amount of funding requested *

Note that the Family and Community Education Fund is unable to fund charitable donations or the purchase of assets for your local.

When will the project take place? *

Where will the project take place? *

Who is the target audience? *

How many people do you expect to participate in this project? *

The project must fit at least one of the Fund's theme areas. Check all that apply: *

- ☐ Engaging Steelworker families
- ☐ Supporting and engaging young activists
- ☐ Promoting and engaging members who are under-represented or from equity-deserving groups
- ☐ Building USW community, connection, and solidarity
- ☐ Supporting and engaging new activists

We have resources to support you as you plan and host your project! Would you like additional support with (check all that apply):

- ☐ Planning your project
- ☐ Developing partnerships with others inside our union and/or community
- ☐ Carrying out your project
- ☐ Reporting on and evaluating your project
- ☐ Other

Describe your project: *

Explain how your project fits the selected theme area(s) (if necessary, attach additional pages): *

All Fund projects must have an active learning component. Your active learning component must be more than just handing out flyers on a topic or having a table with resource materials available to attendees. It could be a formal workshop like "Raising the Bar on Women's Health & Safety." Active learning components could include activities that: increase participants' knowledge of your Local, workers' rights, and social justice; and/or promote general interest learning, for example members learning French with their USW siblings and family members. Are you unsure if your proposed project has an educational requirement? Call or email us for help!

Please check off the type(s) of educational component(s) that you will lead as part of your project: *

- ☐ Trivia or bingo game – participants recall facts on a chosen topic and/or learn new ones
- ☐ Film screening/talk followed by a discussion – participants watch and hear information on a chosen topic and engage in dialogue about it afterwards
- ☐ Course/workshop – participants are guided through content on a particular topic
- ☐ Group activity – participants take part in an activity together that encourages conversation, learning, and reflection
- ☐ Interactive meeting – participants take part in meeting that requires their active participation (i.e. listening and responding)
- ☐ Kids' programming
- ☐ Other

Who is facilitating the educational component(s) of your project? If members are facilitating, please share their names and roles in the union. *

What is the duration of the education component(s)? *

Please briefly describe the educational component of your project: *

Provide an outlined budget for the project (if necessary, attach additional pages). If successful, your budget is approved as-is, so make sure you're getting accurate quotes for costs. If purchasing swag, it should only be for the number of participants you expect at your event. If you wish to purchase more than for your anticipated number of attendees and/or if your vendor requires a minimum number of items be ordered, please provide an explanation.If you are seeking donations as part of your event, please identify this. Visit https://usw.ca/plan-your-project/#helpful-tips on our website for project criteria and a sample budget template: *

How will you let members and the community know about your event and how will you promote the United Steelworkers? Note that successful applicants will receive digital FCEF logos to include in their promotional materials: *

What is the intended outcome and how will you know this project was a success? *

CONDITIONS OF FUNDING

In the event that this application for funding is approved, the following conditions must be met within 30 days of the completion of the project, otherwise funds could be withheld or repayment required:

- Provide copies of expenses incurred (E.g., receipts, invoices, memos, etc.)
- Provide digital copies of a minimum of 5 pictures taken during the event uploaded to this link
- Write a brief report outlining the activity. The report can be sent by email and should include some of the following:
  - Number of participants
  - Whether or not the project met its objectives, and how
  - Positive elements and/or obstacles encountered
  - Feedback from participants and/or organizers
  - How you could build on this project's positive results

Signature

Name of the Local President, other elected officer or staff representative responsible for sponsoring this project : *

Title: *

Date of signature (DD/MM/YYYY): *

Send small project requests ($7,500 or less) directly to your District Education Coordinator and cc FCEF@usw.ca. Send large project requests by one of these methods:

Email: FCEF@usw.ca
Webform: https://usw.ca/fcef-application/
Fax: Attention FCEF at (416) 482-5548
Mail: FCEF, c/o USW Canadian National Office, 800-234 Eglinton Ave. E., Toronto, ON M4P 1K7