USW FAMILY and COMMUNITY EDUCATION FUND (FCEF) APPLICATION FOR PROJECT FUNDING

Which District is the request coming from?

District 3 District 5 District 6 National

Preferred language of correspondence:

English French

Please check the box beside the applicable group making the request and provide the information required:

Local Union District or CNO Other: _____

Contact Person Information

Name (print): _____

Role held in USW: _____ Telephone: _____

Email: _____

Where applicable please specify:

Local #: _____ Local's Telephone: _____

Local mailing address:

President's Name: _____Telephone: _____

President's Email: _____

Staff Rep's 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:

☐ Supporting Steelworker Families

☐ Promoting USW in the Community

☐ Supporting and Engaging **Young** Activists

☐ 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 "You and Your Union." 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 describe the educational component of your project:

Provide an outlined budget for the project (if necessary, attach additional pages). Visit *Tips for Applicants* on our website for 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
- Write a full 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 of Local president, other elected officer or staff representative responsible for sponsoring this project:

_____	_____
Name Print	*Signature*
_____	_____
Date	*Title*

Send this application form by one of these methods:

Email: FCEF@usw.ca

Fax: Attention FCEF at (416) 482-5548

Mail: FCEF, c/o USW Canadian National Office, 800-234 Eglinton Ave. E., Toronto, ON M4P 1K7

UNITED STEELWORKERS USW MÉTALLOS

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