### 2023–24 President’s Release Time Grant

*(Members Guide Procedure—10.J.20)*

**Local Association:** Click or tap here to enter text. **#:** Click or tap here to enter text.

**Contact Name:** Click or tap here to enter text.

**Date:** Click or tap here to enter text.

**Total grant request:** $Click or tap here to enter text.

**FTE at September 30, 2022** (previous year) Click or tap here to enter text.

*(As provided to the BCTF from the school board)*

**All locals that provide release time for their presidents are eligible; sublocals are not eligible.**

**Grants for the release time for Local Presidents be made on the following basis**:

1. The grant shall cover salary and benefit costs, including contractual allowances paid to all members in the local (but not including allowances paid by the local) equal to the categories and increments they would have received had they been teaching, subject to adjustments in Procedures 10.J.20.2 and 10.J.20.3. The remaining portion will be paid by the local.
2. Each eligible local is entitled to a percentage of their President’s salary and benefit costs, as defined in Procedure 10.J.20.1, deducted by the amounts paid by locals in Procedure 10.J.20.3. The percentage depends on the locals’ full–time equivalent members (FTE) at September 30 of the previous year. The following is the range of FTEs and related grant %:
3. Locals with 175 or less FTE will receive 100%.
4. Locals with more than 175 and less than 510 FTE will receive 90%
5. Locals with 510 or more FTE will receive 80%.
6. Eligible grant, as defined in Procedure 10.J.20.1, will be reduced by $171 per full–time equivalent member, The reduction will be paid by the local.
7. Locals may use any portion of the cost of the difference between the release time provided under part 1 above and the greater of 50% release time or 0.5% release time per member to provide release time grant for other local officers.
8. To apply for the grant, the local must submit to the Federation.
9. Verification from the school board of the President’s salary under the position of the salary grid, allowance(s), and benefit costs, as defined in Procedure 10.J.20.1, to the board for the release of the President.
10. Verification of the cost of other local officers and/or support staff as appropriate.
11. A grant request must be submitted by June 30 of the school year in which the grant applies, or the request will not be considered.

**Grant calculation summary:** *(confirmed by BCTF)*

|  |  |
| --- | --- |
| Salary (salary and allowances) | $ Click or tap here to enter text. |
| Benefits (employer paid) | $ Click or tap here to enter text. |
| Sub-total | $ Click or tap here to enter text. |
| \*Less: $171 x per FTE *(as provided to BCTF from the board)* | $ Click or tap here to enter text. |
| Sub-total | $ Click or tap here to enter text. |
| Release time grant *(100%, 90%, or 80% of subtotal)* | $ Click or tap here to enter text. |

*\* As per Procedure 10.J.20.3 the reduction rate per full-time equivalent members has been increased from $164 to $171. This represents about a 4.19% increase (rounded to the nearest dollar) based on the percentage increase equivalent to the percentage increase in the overall costs of the President’s Release Time Grants to all local paid by the BCTF in the previous year.*

**Please return completed grant application form by email to** [*grants@bctf.ca*](mailto:grants@bctf.ca)**.**

**This section is for reference only and does not need to be completed as part of the application.**

**Example worksheet for the grant calculation**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Monthly (as per invoice) | Months / Year | Annual | Notes / Comments |
| Salary & Allowances |  |  |  |  |
| Salary |  | 10 |  |  |
| Allowances |  | 10 |  | *Only contractual allowances paid to all members in the local* |
| SIP Allowance |  | 10 |  | *2% of calculated salary and allowances* |
| **Sub-total salary & allowances** |  |  | **$** |  |
| Benefits |  |  |  |  |
| CPP | - | 1 | $3,499.80 | *2023 max employer contribution used* |
| EI | - | 1 | $1,333.84 | *2023 max employer contribution used* |
| Teachers' Pension Plan |  | 10 |  | *(11.3% of calculated salary and allowances)* |
| EHT |  | 10 |  |  |
| Dental |  | 12 |  | *Based on 12 months* |
| Extended health benefits |  | 12 |  | *Based on 12 months* |
| EI rebate |  | 10 |  |  |
| WCB |  | 10 |  | *2023 max $841.79* |
| (Other benefits) |  | 10 |  |  |
| (Other benefits) |  | 10 |  |  |
| **Sub-total benefits** |  |  | **$** |  |
| **Total cost of release** |  |  | **$** | *Add salary & allowances and benefits* |
| **Less: Rate per FTE** |  |  | **$** | *September 30, 2022 FTE x $171* |
| **Sub-total** |  |  | **$** |  |
| **Release time grant *(100%, 90%, 80%)*** |  |  | **$** | *Based on FTE tiers* |

mi/pi:tfeu