### 2023-24 Union Mentorship Grant

*(Members Guide 10.J.74 and 76)*

**Local association:** Click to enter text. **#:** Click to enter text.

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

**Local president name:** Click or tap here to enter text.

**Local president signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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

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

*(Maximum grant $3,500)*

###### **Application checklist**

Amount of grant money being requested (maximum of $3,500)

Details of the plan

President’s signature

**The Federation will provide an annual grant to locals of up to a maximum of $3,500 to support union mentorship initiatives.**

1. This grant is intended to provide mentorship and/or training opportunities for members to undertake future leadership roles in their local and to promote opportunities for new members to become more involved in union activities. The activity must support the engagement of **members who are not already locally released officers 50% or more**. The grant will **not normally be available to support opportunities available to members of locals, such as attendance at governance meetings and delegated conventions**. Initiatives could include, but are not limited to the following:

* Release time for mentoring new leaders
* FLI training ($600/day/course)
* Local/regional new leaders’ conference and/or leadership courses
* Attendance at conferences which focus on union leadership skills
* Observers attending Representative Assemblies

1. Locals submit an outline of proposed activities with estimated costs to obtain approval for the grant before undertaking the program or activity
2. Priority will be given to locals that did not receive funding in the previous year. Applications received after November 1 will be considered subject to available funds.
3. Locals will be reimbursed upon receipt of an itemized account of expenditures with copies of invoices and receipts.
4. Locals may not claim for the cost of food or refreshments or for any portion of the ongoing cost of regularly release local officers.
5. Availability of 10 additional grants focused on union mentorship for members who identify as racialized or person of colour.
6. Availability of 10 additional grants focused on union mentorship for members who identify as Aboriginal
7. Availability of 10 additional grants focused on union mentorship for members who identify as LGBTQ2S+
8. Requires prior approval.

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

## For BCTF Use Only

**Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Grant Amount:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signing Authority\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Director of PSID Full-Time Table Officer**

**Proposal of activities and estimated budget**

**If applicable, please select one of the following below:**

**This application is for a union mentorship plan for members who**

1. **identify as racialized or person of colour, Asian, (non- white)**
2. **identify as aboriginal (First Nations, Inuit, Metis)**
3. **identify as LGBTQ2S+**
4. **Describe your intended activities and/or training (Please include the names of members / delegates when available):**

|  |
| --- |
| Click or tap here to enter text. |

**Members noted above are not already regularly released officers 50% or more?** yes  / no

1. **Explain needs that will be addressed:**

|  |
| --- |
| Click or tap here to enter text. |

1. **Proposed budget:**

|  |  |
| --- | --- |
| **Description** | **Cost** |
| Click or tap here to enter text. | $Enter amount here. |
| Click or tap here to enter text. | $Enter amount here. |
| Click or tap here to enter text. | $Enter amount here. |
| Click or tap here to enter text. | $Enter amount here. |
| Click or tap here to enter text. | $Enter amount here. |
| Click or tap here to enter text. | $Enter amount here. |
| Click or tap here to enter text. | $Enter amount here. |
| **Total estimated cost / grant amount requested:** | $Enter amount here. |

**Submitting for reimbursement**

­

**1. Use the space below to provide details of the expenditures and the accompanying supporting documents:**

|  |  |  |
| --- | --- | --- |
| **Invoice / Receipt (vendor name and/or invoice #)** | **Description** | **Amount** |
| Enter text here | Enter text here | $ amount here |
| Enter text here | Enter text here | $ amount here |
| Enter text here | Enter text here | $ amount here |
| Enter text here | Enter text here | $ amount here |
| Enter text here | Enter text here | $ amount here |
| Enter text here | Enter text here | $ amount here |
| Enter text here | Enter text here | $ amount here |
| Enter text here | Enter text here | $ amount here |
| **Total grant request** | | $ amount here |

Note: There is no cash reimbursement for costs related to Federation Leadership Institute (FLI) and only an internal BCTF transfer occurs. Registration, travel, and accommodations should be booked through the BCTF.

**2. Provide a brief summary report of the project (e.g., What were some of the highlights of your activities? What were some of the outcomes? What were some of the challenges? How was the grant helpful? etc.):**

|  |
| --- |
| Click or tap here to enter text. |