



Hardship Maternity Fund Application

Last Name (please print clearly) First Name

Partner's Name (Fill out only if you are applying because of partner's medical problem)

UBC Student Number E-mail Address

Home Phone Number Alternate Phone Number

Home Address

Home Address

Department(s) for which you are working as a TA Start and end dates of most recent TA appointment

Date on which you were taken off of UBC's payroll Period of time for which you will be unable to work

Checklist: please ensure that you have provided the following documents with this application:

- UBC paystub showing a regular pay period for your current appointment (prior to removal from payroll)
- (If applying because of partner's medical problem) Note from a Medical Doctor stating that your partner is unable to work for medical reasons relating to pregnancy or childbirth.

Declaration: I, the undersigned, confirm that:

- I have been appointed as a Teaching Assistant, Tutor or Marker at UBC during the time period for which I am applying for assistance from this fund; and
- I am not eligible to receive maternity/parental benefits through Employment Insurance

Signature Date

Policy of the Hardship Maternity Fund

Purpose

This is a new fund established to distribute the yearly maternity benefit agreed in article 17.05(b) of the 2005 – 2010 Collective Agreement. The Hardship Maternity Fund will provide financial support, up to a maximum of \$2500, to Teaching Assistants, Tutors and Markers who are unable to work due to pregnancy or recent childbirth. The Fund will provide financial support to eligible members, the intent being to help offset the loss of pay associated with unpaid leave.

Eligibility

To be eligible for support from the Hardship Maternity Fund a member must meet the three eligibility conditions below:

- 1) the member is a CUPE 2278 member (i.e., the individual was appointed as a TA, Tutor or Marker within the past 12 months) and is not currently on payroll as a TA, Tutor or Marker,
- 2) the member considers themselves to be in financial hardship related to the birth, or imminent birth, of a child,
- 3) the member is not eligible to receive maternity / parental benefits under Employment Insurance (EI).

If the member is applying as a result of the recent or current pregnancy of a partner, that member is additionally required to provide medical documentation from an MD stating that:

- a) he / she has a partner with a medical condition related to pregnancy or childbirth and who requires care,
- OR**
- b) he / she has a newborn child who is unwell and requires care.

In order for a partner to receive benefits for a period exceeding one month he / she must EITHER provide initial medical documentation that stipulates an inability to work for a period exceeding one month OR provide updated medical documentation.

Members are only eligible for financial support from the Hardship Maternity Fund for as long as they continue to meet all of these eligibility requirements. If a member ceases to meet any of these requirements, for whatever reason, then their eligibility for the Fund ceases immediately.

Level of support

The intention is to provide members with financial support equivalent to their usual level of pay for their TA duties, up to the maximum entitlement. *For example, if an eligible member with a full TAship as a GTA II would normally expect to receive \$321 per week then the Hardship Maternity Fund would endeavour to provide financial relief equivalent to that weekly sum (up to the maximum entitlement).*

There is a **maximum** that any individual is entitled to receive in each academic year. This maximum is:

- 1) \$2,500, OR
- 2) 8 weeks of financial support at a level equivalent to the member's normal level of pay during that period, whichever is the lesser amount.

No member is entitled to receive a level of weekly financial support that exceeds their usual weekly earnings as a TA, tutor or marker OR which exceeds the weekly earnings of a GTA1 with a full TAship. All of the amounts mentioned in this section are gross figures. The Union is legally obliged to take source deductions from these amounts. The level of support provided to each member will vary, depending on the individual's usual weekly earnings and upon the number of applications to the Fund. Since we cannot predict how many applications the Fund will receive, there is no guarantee that an eligible member will receive support from the Fund.

Administration

The Hardship Maternity Fund is administered by CUPE 2278, specifically the Hardship Maternity Committee of the CUPE 2278 Executive. Members wishing to receive support from the Fund must submit a completed application form and the necessary supporting documentation. We will endeavour to provide a prompt reply.

Appeals

Any member who submits a complete application for assistance from the Fund and is dissatisfied with the decision made about their application is entitled to appeal. This applies to members who are denied benefits under this Fund, and those who wish to dispute the level of benefit received.

All appeals will be heard by the Hardship Maternity Fund Committee of the CUPE 2278 Executive. If a member wishes to make a further appeal of the decision of the Hardship Maternity Fund Committee, they may present an appeal to the CUPE 2278 Component 1 Executive Committee.