



Local Building Project Fund

Policy and Procedures

HEU CONSTITUTION AND BY-LAWS (2016), Article 2, Section B, Rebates and Local Project Fund: *“The Provincial Executive will establish each fiscal year an amount not to exceed \$100,000 to fund Local projects, campaigns and Local Membership building. Locals may make application to the Provincial Executive for access to this Fund. The Provincial Executive will monitor the use of the Fund and the Local shall be accountable for such usage.”*

The focus of this initiative is to “break down the barriers to activism.” The Provincial Executive (P.E.) is very aware of the increased challenges that face members, locals and the union in attracting, encouraging and keeping union activists both interested and involved.

In today’s hectic world, coupled with the tough economic times and continual pressures and worries that we all face, it has become increasingly difficult to sustain activists.

We need to find different ways to connect with members, to give them hope and inspire them in ways that are truly meaningful and useful. And to ensure they know that the union is theirs, that they can make a difference, and that together we are stronger – member by member, local by local.

POLICY:

1) Locals may make application to the P.E. for funding assistance for Local Building projects.

2) Locals are responsible for filling out the Local Building Fund application form and providing details on the purpose of the project, including goals and objectives (what are you trying to achieve?), specific timelines (start and end dates) and a proposed budget.

Note: *Access to the Local Building Fund will only be allowed after an application has been submitted to and approved by the P.E.*

3) Locals are accountable to the Provincial Executive. On completion of a project or campaign; Locals must report the results, both successes and shortcomings, including a final financial statement, within two (2) months of completion of the project. It is anticipated that the majority of projects would occur within a single fiscal year.

4) Efforts will be made to accommodate as many locals as possible. More than one application per local may be considered, in special circumstances, but priority will be given to locals who have not previously received assistance within the current year.

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5) When applying for financial assistance, locals must also consider cost-share arrangements to assist with the campaign/project.

6) Applications will be considered based on specific local needs which do not duplicate already existing services. Projects could include a variety of things such as:

- Improving communication networks at the local level – finding out “how best to keep in touch,” or “what do members want to know?”
- Finding ways to involve more members in various union activities and to keep them interested and engaged.
- Implementing a mentoring system that will assist in developing the skills of new or young activists.
- How to connect with the broader community and other organizations.
- How your local can get more involved in your own community, maybe sponsor a sports team, help organize a Pride event, collect food stuffs for the local food bank, or plant an HEU community garden plot.

Initiatives should benefit your specific local and in turn, HEU as a whole. We encourage you to be as creative and imaginative as possible.

7) Locals may request assistance from the Provincial Office on helping to design and implement a particular project, if needed.

8) All Local Building projects must receive prior, formal approval from the P.E. before they commence and must not contravene the *Constitution and By-Laws* or any policies of the Hospital Employees' Union.

Make it fun, celebrate your successes and help build your local!