



Special project funding

WHAT IS THE SPECIAL PROJECT FUNDING?

CUPE District Councils have access to special project funding to take on campaigns, political action, provide coordination to locals and improve affiliations.

The funding limit per project is \$5,000. CUPE will provide 100 per cent of the funding.

There is no limit on the number of projects that can be funded in any given year. Each project will be assessed on its own merit.

The project funding cannot be used for the costs of normal day-to-day business such as the cost of holding monthly meetings, or the costs of office supplies for regular council business.

HOW DO WE APPLY?

The District Council should send a letter to the National Secretary-Treasurer outlining the special project, its purpose, and requesting financial assistance. The letter should include a detailed budget for the project.

WHAT IS THE PROCESS FOR APPROVALS?

All District Council special project applications are approved by the National Secretary-Treasurer. There may be follow-up questions about the project before funding is approved.

Cost-share campaigns

WHAT IS A COST-SHARE CAMPAIGN?

All CUPE chartered organizations, including CUPE District Councils, can apply for a cost-share campaign. In a cost-share campaign, costs are shared equally (50-50) between CUPE National and the

chartered organization. The size of the campaign depends on the resources the District Council invests in the campaign. District Councils may be able to draw contributions from willing area locals in order to increase the resources available for the campaign.

HOW DO WE APPLY?

An application for a cost-share campaign must answer the questions set out in Appendix A of the **National Defence Fund regulations**. The application must be prepared with the assistance of a National Communications Representative. The application must be signed by an officer of the District Council, your assigned National Representative and the Communications Representative. The Communications Representative may then submit the application on behalf of the District Council.

Following these guidelines ensures that all cost-share applications provide the same information and are therefore assessed equally.

Find the National Defence Fund regulations at cupe.ca/national-defence-fund-regulations

WHAT IS THE PROCESS FOR APPROVALS?

Cost-share campaigns receive final approval from CUPE's National Executive Board (NEB). The NEB meets quarterly.

The Communications Representative will forward the completed application to the Regional Director and the Director of Communications for their recommendation. Then the application is sent to the National Secretary-Treasurer's office for review, and prepared for consideration by the NEB. Cost-share applications must be received by the National Secretary-Treasurer's office one month prior to NEB meetings.



For assistance
with special project
or cost-share
campaign applications,
contact your
CUPE regional office.

Atlantic Regional Office (Nova Scotia, Newfoundland)

Tel: (902) 455-4180

Maritimes Regional Office (New Brunswick, PEI)

Tel: (506) 458-8059

Quebec Regional Office

Tel: (514) 384-9681

Ontario Regional Office

Tel: (905) 739-3999

Manitoba Regional Office

Tel: (204) 942-0343

Saskatchewan Regional Office

Tel: (306) 525-5874

Alberta Regional Office

Tel: (780) 484-7644

British Columbia Regional Office

Tel: (604) 291-1940

GUIDE FOR CUPE DISTRICT COUNCILS

**SPECIAL PROJECT AND
CAMPAIGN FUNDING**

For more information on CUPE District Councils,
visit cupe.ca/cupe-district-councils

CUPE / Canadian Union
of Public Employees