

CUPE 4163 Component 1& University of Victoria

TA Hardship Fund – Food Security

Criteria for Application

Pilot Project

The union and the university understand that at times food security is an issue for some TA's throughout the academic year. The TA Hardship Fund was developed to support TA's who have experienced a recent, unexpected hardship that resulted in an unexpected financial shortage. The TA Hardship Fund is being extended to also support TA's with food security on a trail basis.

The framework for the food security pilot project is as follows:

- The TA Hardship Fund will finance up to 100 applications for food security; to a maximum of \$150 per application; amounting to a total of \$15K for the pilot project.
- Funding will be in the form of applying funds to the applicant's UVic One Card (note: all students/employees are issued a One Card as part of their university orientation and therefore this is an easily accessible format for the transfer of funding).
- The pilot project will start August 1, 2024 and will end December 31, 2024.
- The funding for food security via the UVic One Card is available each month to a maximum of 20 applications per month.
- Applications received by the 5th day of each month will have funds added to the UVic One Card by the 15th day of that month.
- Unused funds from each month will be carried forward and divided equally between the remaining months.
- Applicants are eligible to receive funding from this pilot project one time only.
- Applicants must be actively working in a Component 1 position in the month in which they apply for funding.
- The funding is a taxable benefit and therefore recipients will have an additional tax deduction.
- Applicants in receipt of this funding does not preclude them from applying to the TA Hardship Fund for other unexpected expenses in the same academic year. For example, an applicant could receive the \$150 funding for food security, and also receive up to \$1000 for an unexpected expense that created hardship in the same academic year.

Application Review Process:

- The union will receive, review, and approve/deny all applications for food security. This will include the verification that applicants meet the membership requirement; and the tracking of all applicant names and V#'s using an excel spreadsheet.
- On or before the 8th of each month, the union will submit the list of names and V#'s to the One Card Office, Payroll Services, and Human Resources.

Pilot Project Review:

- The TA Hardship Fund Committee will meet in October 2024 to discuss the utilization and effectiveness of this pilot project.