

UFC Financial Assistance Fund

Mission:

UFC is committed to helping CWU employees deal with financial hardship caused by a mandated reduction in hours. To this end, UFC has established the Financial Assistance Fund (FAF).

Eligibility:

All CWU employees (faculty, staff, or exempt) who are experiencing a mandatory reduction in hours are eligible to apply for financial assistance funds.

How Do I Apply for Employee Emergency Assistance?

1. Applicants to the Financial Assistance Fund file a confidential application to the Chair of the FAF Committee (check <http://www.ufcentral.org/contact.html> for the current chair). All identifying information will be removed and a special code number is given to each application to ensure confidentiality before applications go to the full FAF Committee.
2. Each year the UFC Executive Board appoints a chair and two members to the FAF Committee. One CWU staff member will also be invited to serve on this committee.
3. This committee will meet twice a year to review the applications for assistance and to administer financial assistance. These deadlines will be advertised to campus at least one month in advance. This group has the very difficult responsibility of making sure that the funds are used in the most helpful manner possible. Unfortunately, UFC may not be able to provide financial assistance to all applicants. The committee makes decisions for assistance based on documented need and availability of funds.
4. If the application is approved for assistance, checks are made payable directly to the applicant from UFC.

What Documentation is Required?

At the time of application, the following information is necessary

1. A cover sheet detailing the situation.
2. The last 2 consecutive pay stubs for all members of the household who receive any type of income (including alimony, child support, disability, and/or social security payments).
3. Official documentation of the reduction in hours.
4. Any other documentation which will support the case for financial assistance.

What limits apply to Employee Emergency Assistance?

Monetary Limits:

- No more than \$1,000 may be awarded to a CWU employee during any 12 month period.

How is this funded?

The UFC FAF is funded by donations. Drop by www.mycentral.cwu.edu/UFC_FAF to donate.