**Application for the Local Hardship Fund of the University of Essex UCU Branch**

If you have participated in industrial action called by UCU, and the University of Essex as your employer has docked pay from you as a result, you may be entitled to apply to the Local Hardship Fund of the Essex UCU Branch.

To apply to the Local Fund, please complete the form below, print and sign and then return it by email (scanned copy) to Essex UCU Office Manager/Branch administrator Kester Richardson-Dawes at krichardson-dawes@ucu.org.uk with “Confidential – Local Fund” in the subject title.

**\*Information in first 5 categories will be removed for anonymity before consideration by the panel.\***

**You will also need to attach scanned copies of your payslips evidencing the loss of pay**. Without these, your application may not be considered. If you do not normally receive payslips, provide other evidence of loss of earnings.

|  |  |  |
| --- | --- | --- |
|  | **Forenames\*** |  |
|  | **Last name\*** |  |
|  | **Daytime Contact Number\*** |  |
|  | **Email Address\*** |  |
|  | **UCU Membership number\*** | *If known, it would be helpful if you could enter this here.* |
|  | **Staff type** | *Lecturer / Professional Services / Other* |
|  | 1. **Are you full time or part time?** | *Full time / part time (where possible please state full time equivalent i.e. 4 days per week = 0.8 FTE)* |
|  | 1. **Are you on a permanent, fixed term, GTA/GLA or ad hoc contract, or have any other arrangements with the University?** | *Permanent / Fixed term / GTA or GLA / etc.* |
|  | **Total number of days on which you took strike action** | *Please list dates:* |
|  | **Number of days of strike action for which you are requesting Hardship funds** | *Local strike funds are only paid for industrial action on the first three days.* |
|  | **Have you uploaded a scanned copy of each payslip / other evidence showing a pay deduction/lost earnings?** | *Yes / No*  *(Note that your application may not be considered if you do not follow this step)* |
|  | **Please briefly explain the circumstances of hardship**  *This is to help us choose, as is likely to be necessary, amongst valid applications to Local Strike Fund.* |  |

**Declaration** – I confirm that:

* I took industrial action on the days specified
* My UCU membership is current and paid at the correct rate
* The total amount of my applications for hardship funds from the National Fighting Fund and UCU Essex Local Hardship fund combined do not amount to more than my lost earnings
* The total amount of my applications for hardship funds from the National Fighting Fund and UCU Essex Local Hardship fund combined do not amount to more than £500
* The information I have provided in this form is correct.

**Signed**: .......……………………………………………………………………………………………………………………….………………

**Dated**: …………………………………