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Prince Edward Island Union of Public Sector Employees

UPSE's Health Development and Training Fund

Who can apply for funding?

The fund is available for all permanent and temporary UPSE members employed with Health PEI. Permanent and temporary employees are eligible to apply for up to \$1500.00 per fiscal year. Casual employees who meet the guidelines, may apply for up to \$500.00 per fiscal year.



When can I apply?

Members may apply up to 60 days prior to the start date of the course/workshop they want to attend. If approved, you should receive a cheque equal to the registration fee within 30 days of submitting your application. Once your registration fee is paid you must submit the receipt to the UPSE office within 10 days of the workshop or start date of course.



Salary Replacement

Salary replacement costs are covered to a maximum of 15 hours per fiscal year. This applies to UPSE members who are scheduled to work and require a replacement. Salary replacement does not cover shift differential or weekend pay.

Can I transfer my funding for another course/workshop?

The fund's fiscal year begins on April 1 and ends on March 31. Courses can only be funded during the fiscal year they start in. Money awarded for one course cannot be used for another one even if they are in the same fiscal year. If you can't attend your course after receiving funding please return the funds to the UPSE office.

How do I apply?

Online/email applications where no salary replacement is required can be sent via the link under the forms section of the UPSE website. Members requiring salary replacement must submit a paper copy of the application and have their supervisor sign the section on page two. Applications are available at worksites, the UPSE office or website (www.peiupse.ca).

Note:

Funding will be refused until receipts from prior funding have been submitted.

Educational: Steward Training Level II

UPSE Educational Opportunity - Get Involved!

**Contact UPSE to
register by
April 17, 2014**

phone: 902-892-5335

toll free: 1-800-897-8773

email: peiupse@peiupse.ca

Steward Level II

Where: UPSE Office

Date: Friday, April 25, 2014

Time: 9:00 a.m. - 4:00 p.m.

Steward Training Level II:



This second level course builds on the framework of steward skills established in the Level I course. The course will focus on representation issues:

- *knowing your membership*
- *working with your union executive, grievance preparation;*
- *problem solving, conflict resolution and representation skills.*

Prerequisite: Welcome to UPSE, Steward Level I (must be an elected Steward)