



# ETFO Humanity Fund

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## What is it?

The ETFO Humanity Fund uses the resources of ETFO members to support children and their teachers around the world, enriching their lives and the lives of their communities. The Stephen Lewis Foundation is the signature charity supported by the fund. Other organizations the fund supports include the CTF Trust Fund, Save the Children, War Child Canada, the Canadian Red Cross, Pueblito, and Global Medic, among others.

## How does it work?

For most of its history, the Humanity Fund has been financed through payroll deductions by members. Each participating member has a dime a day—or \$20 a year—deducted from his/her salary through automatic payroll deductions. These funds are then forwarded to the Humanity Fund by the member's school board.

The fund also receives individual donations from ETFO members, staff, and locals. In addition, a resolution was passed by delegates at the 2011 Annual Meeting to contribute \$200,000 a year to the ETFO Humanity Fund.

*For more information on the ETFO Humanity Fund please visit: [www.etfo.ca](http://www.etfo.ca)*



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## VOLUNTARY PAYROLL DEDUCTION

Employee Name: \_\_\_\_\_ EIN#: \_\_\_\_\_  
*(PRINT)*

School: \_\_\_\_\_ Date: \_\_\_\_\_

**I authorize the Ottawa-Carleton District School Board to deduct from pay:**

- a) 1 dime per day x 194 school days per year
- OR**
- b) \_\_\_\_\_ per day x 194 days per year

Signature: \_\_\_\_\_

### Terms & Conditions

1. Members will be notified via GEM of the date of the first deduction.
2. The Employer will not be responsible for adjusting or deducting any outstanding amounts for employees on leave without pay or employees not in receipt of earnings during a paid period.
3. ETFO and Ottawa Carleton ETFO/FEEO, as the case may be, shall indemnify and hold the Employer harmless from any claims, suits, attachments and any form of liability as a result of deductions made based on the information provided by ETFO and Ottawa Carleton ETFO/FEEO.
4. The ETFO Humanity Fund is a registered charity. Contributions will be tax creditable. The amount deducted will be included as a charitable donation on the employee's T4.
5. Employees may opt in/out or amend the amount of deductions once per year, in writing to the Payroll Department, between 1 October and 30 November.

**Please scan and email a copy of the form to Judy Elliott via GEM (OCDSB Payroll)**

**OR**

**Please send form to the OCDSB – "Attention: Payroll" through Board Mail.**