

LUMUN CARES PROGRAM



LUMUN offers a two-part care program, consisting of

- **a Child Care Program &**
- **a Health and Dental Care Program**

Overall Purpose:

- to assist members from both of LUMUN's bargaining units (Per-Course Instructors and Postdoctoral Fellows) with Child Care and Medical expenses.

Scope:

- Funding is available in each semester, and the program is reviewed three times per academic year. Members will be notified of any changes.

General Eligibility:

1. The LUMUN member must hold a current per-course appointment OR postdoctoral fellowship.
2. The LUMUN member must be a Member in Good Standing (i.e., must have signed a blue LUMUN card).

General Application Procedure:

1. print and complete the application form, available on LUMUN website
2. compile the application package, including
 - a. the completed application form
 - b. copy of letter of appointment (PCI) or offer of employment (PDF) showing current employment at MUN as a bargaining unit member
 - c. any additional required documentation [see individual program descriptions below for details]
3. submit the application package
 - a. via internal mail to
LUMUN
c/o Department of Earth Sciences
 - b. via external mail to
LUMUN
Room 4052, Alexander Murray Building
c/o Department of Earth Sciences
Memorial University of Newfoundland
St. John's, NL
A1B 3X5
 - c. in person at the LUMUN office (ER-4052). Please call ahead (864-7054) to make sure we're in; the office is staffed only on a part-time basis.
 - d. by email (lumuninfo@mun.ca) with application form & other required documents sent as attachments

In any given semester, a LUMUN member may receive funding only once from each of the programs. This will enable as many LUMUN members as possible to benefit from the LUMUN Cares Program.

The LUMUN Cares Program Subcommittee will consider complete applications only. The Subcommittee will make all decisions, and all decisions will be final. LUMUN will issue no advance payments.

LUMUN will inform members when the fund allocation for the current semester has been exhausted.

LUMUN CHILD CARE PROGRAM

Purpose:

- to defray the cost of caring for a child
- the benefit is per member, not per child

Scope:

- disbursements of **\$200** per applicant/member [until funds are depleted]

Additional Eligibility Requirements:

- Member has childcare responsibilities (defined as guardianship or parenting) for a child or children under the age of 13 OR for a child or children with exceptionalities up to the age of 18.
- **Priority applicants** are those members who have not yet received Child Care funding from LUMUN.
- **Non-priority applicants** are those members who have already received Child Care funding from LUMUN.

Receipt of Child Care funding will not affect a member's eligibility in the Health and Dental Care Program.

Additional Documentation:

- copy of government-issued identification (e.g., birth certificate, passport) for the child, showing child's date of birth, child's name, and member's name.

Deadline:

- Applications will be accepted and processed throughout the semester, until the last day of the 4-month period (i.e., 31 December; 30 April; 31 August) or until funds are depleted, whichever comes first.
- Disbursements for first-time/priority applicants will be made on a first-come, first-served basis; non-priority applications will be considered (funds permitting) only after the final day of the 4-month period.

LUMUN HEALTH AND DENTAL CARE PROGRAM.

Purpose:

- to assist active LUMUN members with personal health-related expenses normally covered by a health care plan (c.f. MUN's Blue Cross plan)
- The benefit is for the member only (not for spouse/partner or children).

Scope:

- disbursements of **up to \$100** for Postdoctoral Fellows [until funds are depleted]
- disbursements of **up to \$200** for Per-Course Instructors [until funds are depleted]

Additional Eligibility Requirements:

- Member has paid for health or dental care **during the current semester.**
- **Priority applicants** are those members who
 - do not have health care coverage from an employer, from a graduate program, from a spouse or partner's insurance, or from any other source, and
 - have not already received funding through LUMUN's Health and Dental Care Program
- **Non-priority applicants** are those members who
 - have received funding through LUMUN's Health and Dental Care Program
 - have current health insurance that does not fully cover a personal health-related expense (duly documented)

Receipt of Health and Dental funding will not affect a member's eligibility in the Child Care Program.

Additional Documentation:

- **Official Receipt from Health Care Provider OR Pharmacy. Receipt must include**
 - **the name of the patient (i.e., the LUMUN member)**
 - **date (N.B., receipt must be for a date within the current semester)**
 - **amount paid**
 - **the nature of the Health Care Service**

Deadline:

- Applications will be accepted and processed **throughout the semester, until the last day of the 4-month period (i.e., 31 December; 30 April; 31 August) or until funds are depleted**, whichever comes first.
- Disbursements for first-time/priority applicants will be made on a first-come, first-served basis; non-priority applications will be considered (funds permitting) only after the final day of the 4-month period.