

THE EMPLOYEE EMERGENCY FUND



GRANTS

The primary purpose of the EEF is to provide GRANTS for emergencies, defined as: an urgent, unexpected financial need due to, for instance, death in the family, or fire, creating needs such as clothing, or shelter that can not be met by other resources. For a GRANT let Sue Cypert, Associate VP for Human Resources, Vilas Hall, G-1, 229-5584 know about the situation.

LOANS

WHEN DOES THE EEF GIVE OUT AN EMERGENCY LOAN? Loans are approved for needs such as large costs that an employee can't meet ANY other way, and often connected to work: [these are just examples] drilling a well, paying for fuel oil, replacing/fixing a car to get to work, medical, funeral or legal expenses.

HOW DOES AN EMPLOYEE APPLY FOR AN EEF LOAN? For a loan submit an application [available at Sue Cypert's office, Vilas Hall, G-1, 229-5584.] The loans are charged the lowest rate of interest possible to meet legal requirements.

ABOUT THE EEF

The EEF was established in 1998 after the Ice Storm of January of that year. The EEF was started with generous donations from friends of the university and employees, including a significant start-up amount from a member of the Board of Trustees of SLU. While many employees of SLU worked heroically during the Ice Storm to protect and care for the students who were in residence, for each other, for others in the community, and for the buildings of SLU there was no way in which SLU could regularly help employees who might face a crisis. The EEF was established to meet that need.

The EEF is administered by a committee of six: one representative from each of the following: CSEA, SEIU, PCPSOA, Confidential/Executive Secretaries, faculty, administrative staff. The Associate VP for Human Resources serves as coordinator for the committee and primary contact for employees.

The EEF is a fund of money created by donations given specifically for the Fund. Donations are tax-deductible. The EEF provides grants [money that is a gift] and loans to employees

WHAT CAN YOU DO TO HELP?

**CONTRIBUTE !!!
YOUR GIFT IS TAX DEDUCTIBLE**

<p>The EEF</p>	<p>Please Print</p>
<p>St. Lawrence University Advancement Services Employee Emergency Fund 23 Romoda Drive Canton, NY 13617</p>	<p>Name _____ Department _____</p> <p>Enclosed is my gift in the amount of \$ _____ ~OR~ I would like my gift to be completed through payroll deductions. Please have the Business Office deduct \$ _____ per month for _____ months beginning _____ (Month & Year) and ending _____ (Month & Year).</p>
<p>Phone: 315-229-5509 Fax: 315-229-7431 Email: humanresources@stlawu.edu</p>	<p>Signature _____ (Detach & Return)</p>