

# CATASTROPHE RELIEF GUIDELINES

While we cannot prevent natural disasters, serious illness or injury, or other catastrophic events through which people lose their homes, suffer from disease or injury, incur unforeseen expenses or are unable to work for extended periods of time, we can be prepared to offer assistance to families coping with such events. Local 139 is proud of its members' long track record of enthusiastically helping their brothers and sisters in need. Local 139 has established a crowd funding platform, to be administered consistent with these Guidelines, to facilitate aid from members to other members in need.

## MISSION STATEMENT

Consistent with its objective to improve the lives of its members and their families, fostering unity in the pursuit of outstanding wages, benefits and working conditions, Local 139's goal is to provide a platform through which members can help each other in times of great need by providing financial aid directly to fellow members, and their spouses and children, who have suffered the loss of their home, the long-term loss of income or are incurring substantial unforeseen expenses due to a natural disaster, serious illness or injury, or other unforeseen catastrophic event.

## ESTABLISHMENT OF COMMITTEE

In order to administer these Catastrophe and Disaster Relief Fund Raising Guidelines, the Local 139 Executive Board hereby establishes a Local 139 Fund Raising Committee. The Committee shall be composed of the four District managers and the Business Manager or his Designee. The Committee shall select one of its member as the Chairman, and another as the Secretary, who shall be responsible for preparing and maintaining records of the Committee's actions.

Decisions shall be made upon the vote of a majority of Committee members, and votes may be taken in person, on a conference call, or via electronic means (i.e., e-mails, text messages). The Committee may delegate to one or more Committee members any authority provided hereunder.

The Committee has full discretion to determine all questions regarding eligibility for access to this fund raising platform, and its determination shall be final and binding on all applicants. The establishment and availability of this fund raising platform does not entitle any member to access or any other benefit thereto.

## ELIGIBILITY REQUIREMENTS

Any Local 139 member in good standing, or if the member dies due to or is incapacitated by the disaster, illness or injury causing the loss for which fund raising is sought, his or her spouse or unmarried children under the age of 21 and still living with the member, may apply for access to the Local 139 Catastrophe and Disaster Relief Fund Raising platform upon the occurrence of a natural disaster, serious illness or injury, or other catastrophic event causing the loss of their home, the long-term loss of income, or causing significant unforeseen expenses. This service is not intended to replace or be a substitute for making a claim on any applicable insurance policies or sources of income (such as health insurance, workers compensation, unemployment benefits, disability benefits or home owner's insurance), but is intended to help cover costs incurred before insurance benefits can be obtained, for associated costs not covered by insurance, such as meals, travel and lodging expenses incurred in the care of a member, spouse or child receiving in-patient treatments, and even day-to-day expenses, such as paying mortgages or other bills, when a member is unable to work due to the event.

## ACCESSING THE FUND RAISING PLATFORM

In order to access the fund raising platform, an individual meeting the eligibility criteria set forth above must complete and submit an application to the attention of their District Manager. Applications may be obtained from the Local 139 web site or on request from any Local 139 District Office.

Within 3 business days of receipt of a completed application, the District Manager will circulate the application to the Committee for review.

Within 3 business days of receiving the application for review, the Committee will decide whether the applicant is eligible, consistent with these Guidelines, and subject to confirming the facts represented in the Application. The failure to approve an application within 3 business days shall constitute a denial of the application.

Within 3 business days of the Committee's approval of the application, a representative of Local 139 (usually, the Communications Director) will contact the member to obtain additional information to verify the facts stated in the application and begin preparing a fund raising page. This may include requesting or taking photographs and detailed information about the member and his or her family, to tell the story of how the need for assistance arose.

## ACTIVATING A MEMBER'S FUND RAISING PAGE

The member specific fund raising page shall be activated as soon as practicable, but no later than 7 business days after the Committee's approval of the application.

Within 3 business days of a member's fund raising page being activated, Local 139 will publicize the new page through its social media, including Facebook, Twitter and email or text blasts to members.

Before a member's fund raising page can be activated, the member must provide Local 139 with banking information (i.e., account number and routing number) so that electronic donations will be deposited directly into the member's bank account.

Donations may be made via credit card, debit card, Paypal, or other similar means of electronic transfer through the fund raising page. Donations using these methods may have fees assessed by the financial service provider, which may reduce the amount received or increase the amount taken from a donor's account. Donations in cash or by check-100% of which would go to the member-may be sent directly to the member in need if the member provides a mailing address to be listed on the fund raising web page. At no time will Local 139 take possession of any money being donated by one member to another. The sole purpose of this fund raising platform is to facilitate a gift from one member to another. Donations made through a Local 139 fund raising page are not tax deductible.

The fund raising page will be live for a fixed period of time, typically two weeks, or as otherwise determined by the Committee or its designee in consultation with the member. The amount of time the page is active may be extended in the discretion of the Committee, if requested in writing by the member.

Members will be able to link to a fund raising page (such as through their personal Facebook account) so that non-members may also access the fund raising page and make donations to the member in need. Local 139's goal is to cast the widest net possible to help members in need.

## DISCLAIMERS

By providing this service to members, Local 139 makes no commitment to raising a specific amount of money or providing a specific amount of publicity, has no control over how many people donate, in what amount, or whether any fees are imposed by financial service providers, and has no liability for pledged donations which do not reach the recipient, for whatever reason.

Members should consult their tax advisors if they have any questions as to any tax liability or reporting obligation for money received or donated through a fund raising page.

While Local 139 expects that money donated will be used for the necessities of life, including food, shelter, clothing, bill payment and the like, individual recipients have full discretion of how donations are spent. Recipients are not required to provide any accounting for how money was spent or to otherwise justify their use of the donations. Individuals who make donations through this platform must understand that their donation is no different from handing a person \$20 cash, leaving the recipient with complete discretion over how that money is used.

Local 139 will do its best to confirm that a member seeking donations is qualified under these Guidelines. However, Local 139 bears no liability if it is later determined that the member was not qualified to access the fund raising platform under these Guidelines.

Local 139 reserves the right to modify or terminate this program at any time without further notice.

Send application to nearest union hall manager:

Greg West, District A Manager  
262-894-9457 gwest@iuoe139.org  
IUOE Local 139, PO Box 130, Pewaukee, WI 53072

Mark Gauf, District B Manager  
608-630-4341 mgauf@iuoe139.org  
IUOE Local 139, 4702 S. Biltmore Ln., Madison, WI 53718

Aaron Raab, District C Manager  
715-240-0207 araab@iuoe139.org  
IUOE Local 139, 1003 Hillcrest Pkwy., Altoona, WI 54720

Shane Griesbach, District D Manager  
920-450-5424 sgriesbach@iuoe139.org  
IUOE, Local 139, 5191 Abitz Rd., Appleton, WI 54914