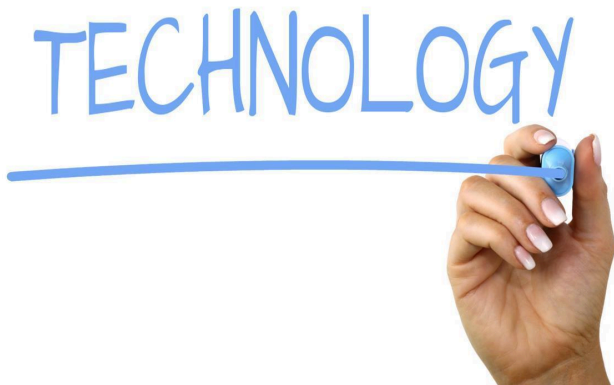


Tab 1



POLICY: **TECHNOLOGY FUND**

The Ontario Teachers Insurance Plan (OTIP) campaign will provide funding in exchange for advertising their services. Any monies received from OTIP will be distributed to our members through the Technology Fund. Funds will be available in July each year.

To be eligible for these funds the following guidelines apply:

1. Members may apply to the President or Vice President in writing or by email, for a **subsidy of one-half their technology purchase to a maximum of \$200.00 per member**, until such time as the fund is exhausted.
2. Occasional Teacher members are eligible to apply to the Technology Fund **once every three fiscal years only** (Fiscal year: July 1 – June 30).
3. Occasional Teacher members who purchase **technological equipment related to professional use**, within the current fiscal year, will be eligible to apply for a subsidy up to \$200.00.
4. Photocopies of original receipts will be accepted due to the nature of warranties.
5. One receipt must be submitted and used by only one individual.
6. Monies shall be distributed on a **first-come, first-served basis** to members of the HAPE-OTL based on the eligibility criteria outlined above.
7. **Applications must be received after the 25th of August each year, as these funds are used up quickly.**
8. All applications require the approval of the Executive before the awarding of funds. (New Policy – April 2015)
9. The Technology Fund is for **new and career Occasional Teachers**.
(Revised April 2016)
10. **All applications for the Technology Fund and receipts must be submitted by April 1** of the school year in which they applied. (Revised April 2016)