

CSUEU Resources and Leave Request Order Form

Resources are being provided to the chapters who will be participating in bargaining or bargaining supporting actions. To ensure we are properly coordinating and communicating with all facets of the campaign, all information regarding your activity must be included. Please note that the resources requested will be distributed according to the size of your chapter. Additional resources may be available, upon request but are not guaranteed.

<u>Size of Chapter</u>	<u>Represented Employees</u>	<u>Number of items you will receive</u>
Small Campus:	1-400 represented employees	75
Medium Campus:	401-800 represented employees	150
Large Campus:	801- and up represented employees	200

Please check all items being requested:

Campaign Items:

CSUEU Poster Board: _____
Campaign Buttons: _____
Campaign Flyers: _____
Campaign Stickers: _____
CSUEU Banner: _____ *Only one per campus.
Table Tents: _____
Personal Stories Cards: _____
Trinkets: _____
Chant List: _____ *Will be emailed.

Recruitment Items:

New Employee Packets: _____
Bulletin Board Kits: _____
Blitz Packets: _____
Clip Boards: _____
Pens: _____
Highlighters: _____
Walk Sheet copies: _____

* Orders must be in a minimum of 2 weeks prior to the activity date to allow for proper processing. Additional items may be requested. Please indicate under the activity section

Chapter Name: _____ Chapter #: _____

Activity date(s): _____

Activity Description: _____

Contact Name: _____

Contact Phone number: _____ Email: _____

Name & Shipping Address:

Release Time Request

Requests must be received by Magali Kincaid, Neil Jacklin *and* Pat Gantt, 2 weeks prior to the request date or we cannot guarantee the time will be approved. Release time is subject to President's approval and will be considered 5.11D time and/or 5.13 time.

Each campus is eligible to receive: **40 hours total**

The 40 hours is for the entire campaign (February through June 2017). We highly encourage each chapter to make use of chapter leave time to support bargaining, in addition to the resources available.

Please note that if a campus is hosting bargaining or having a special bargaining event, an additional 20-30 hours may be available, upon request. Subject to approval.

Please submit the following information for each individual requesting leave. Attach additional sheets if needed.

Name:	Email:	Date(s)	Time(s):
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Activity Report

All campuses are expected to provide an activity report *after* each bargaining activity. We are requesting this information to track our successes and areas for improvement.

Event/Activity Title: _____

Date(s): _____

How was the event/activity advertised? _____

How many personal conversations (1:1 conversations), before the event/activity, occurred to let people know about the action? _____

How much release time was used for this event/activity? _____

What kind of release time was it? (For example, chapter leave, statewide leave) _____

Names of all volunteers: _____

Was training provided? By whom? _____

*Please provide a copy of the training and any materials.

How many attended the event/activity? _____

What made this event/activity successful? _____

Would you do anything differently next time? _____

