



IATSE ENTERTAINMENT & EXHIBITION INDUSTRIES TRAINING TRUST FUND

PROVIDING TRAINING OPPORTUNITIES FOR THE IATSE WORKFORCE

SUBSIDY TO DEFRAY ATTENDANCE COST AT TRAIN THE TRAINER: TRAINING TECHNIQUES

ABOUT THE SUBSIDY

- The subsidy reimburses for the actual cost of up to three nights lodging at up to \$250 per night (room and taxes only, at a max of \$750 for three nights or \$500 for two nights) and will be paid as a reimbursement to the local union.
- Transportation, meals, and incidentals continue to be the responsibility of the local union and/or the individual attendees.
- Verification that the local union paid the hotel bill along with the full itemized receipt must be submitted no more than 30 days after the training. The expense report and reimbursement process will be sent once you are approved for the subsidy.
- Subsidies are available for each of the Train the Trainer: Training Techniques sessions and will be awarded subject to eligibility and on a first-come, first-served basis to qualifying local unions. Each qualifying local union may receive subsidies for no more than three attendees per calendar year.
- Individual trainers must be planning on conducting safety and/or craft skills training for their local union.

CRITERIA FOR SUBSIDY DETERMINATION

- Local unions who submit a Form LM-4 or LM-3 (or, in the case of Canadian locals, those that have gross yearly receipts totaling less than \$250,000) are eligible for a hotel subsidy to attend one of the scheduled Train the Trainer: Training Techniques sessions. The application form will ask subsidy applicants to attest that their local falls within this category.
- The subsidy may only be awarded to a qualifying local for an attendee who is a TTF Beneficiary. A TTF Beneficiary is an individual who is an active IATSE member or is working under IATSE agreements.
- Subsidy applications are processed and awarded to qualifying locals on a first-come, first-served basis as they are received. Subsidies are limited, but qualifying locals that apply after the allotted subsidies for a course have been awarded may be placed on a waitlist.

HOW TO APPLY FOR A SUBSIDY

- The subsidy application should be submitted together with a local union's regular Train the Trainer: Training Techniques application. Both forms must be signed by an authorized representative of the Local Union's Executive Board and the attendee being selected for the subsidy.
- Please email applications to applications@iatsetrainingtrust.org.



TRAIN THE TRAINER SUBSIDY APPLICATION

This application must be signed by the local union president, secretary treasurer, BA, or training coordinator and the attendee being selected for a subsidy. The officer completing and submitting this application must be an officer other than the individual listed as the selected attendee on this application.

Email this application along with an application to attend the Train the Trainer: Training Techniques workshop to applications@iatsetrainingtrust.org. Subsidies are awarded on a first-come, first-served basis to qualifying locals and may only be for an attendee who is a TTF Beneficiary. A TTF Beneficiary is an individual who is an active IATSE member or is working under IATSE agreements. Subsidies, when awarded, are non-transferable.

LOCAL INFORMATION				
TODAY'S DATE	LOCAL UNION	PHONE		
OFFICER NAME	OFFICER TITLE	EMAIL		
MAILING ADDRESS	STREET ADDRESS	CITY	STATE	ZIP CODE COUNTRY
SELECTED ATTENDEE				
LAST NAME	FIRST NAME	DATE OF BIRTH		
EMAIL	PHONE			
ADDRESS	STREET ADDRESS	CITY	STATE	ZIP CODE COUNTRY
SIGNATURE				
TRAIN THE TRAINER: TRAINING TECHNIQUES SESSION				
Which session is your selected attendee going to attend?				
<input type="radio"/> NEW ORLEANS, LA MAY 18-19, 2024	<input type="radio"/> NEW YORK, NY JUNE 8-9, 2024	<input type="radio"/> CHICAGO, IL SEPTEMBER 21-22, 2024		
CERTIFICATION				
I certify that Local ____ meets one of the following requirements (please check one):				
<input type="radio"/> MY LOCAL FILES THE FORM LM-3 OR LM-4 WITH THE US DEPARTMENT OF LABOR AND HAS GROSS ANNUAL RECEIPTS THAT ARE LESS THAN \$250,000.	<input type="radio"/> MY LOCAL FROM CANADA HAS LESS THAN \$250,000 IN GROSS ANNUAL RECEIPTS.			
OFFICER SIGNATURE				

These policies are subject to change at any time by the trustees. The application and/or interpretation of these policies shall at all times be subject to the discretion of the trustees, to the fullest extent permitted by law.

IATSE TTF USE ONLY							
<input type="radio"/> MPT	<input type="radio"/> SLE	<input type="radio"/> TS	<input type="radio"/> SB	<input type="radio"/> M	<input type="radio"/> MM	<input type="radio"/> QUALIFIED	<input type="radio"/> ELIGIBLE
<input type="radio"/> APPROVED	<input type="radio"/> EMAILED APPROVAL	<input type="radio"/> EXPENSE REPORT DUE	<input type="radio"/> RECEIVED EXPENSE REPORT				