

**College Senate Relief Fund**

The intent of the SF College Senate Relief Fund (CSRF) is to provide monetary funds as a temporary intervention during certain unforeseen events/emergencies to full-time and part-time faculty and A&P staff. Funds are intended to meet immediate needs such as food, shelter, medical services, utilities and/or other obligations.

All College employees can make a one-time donation or set up a recurring payroll deduction for the College Senate Relief Fund. All deposits and expenditures of the CSRF will be maintained in a specific account held by the Office for Finance who will act as the fiscal agent of the account. A small standing committee will be appointed to review applications for emergency assistance.

For regular payroll deductions, please fill out the form below and forward it to Human Resources Benefit Office, RA-108. One-time donations can be made at the Cashier's office
(F-26) by mentioning the donation is for the **College Senate Relief Fund**.

I would like to participate in the College Senate Relief Fund payroll deduction plan. I

agree to have $\_\_\_\_\_\_\_\_\_\_ withheld from my paycheck each pay period beginning on

(Pay Date) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and, if applicable, ending on (Pay Date) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

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Print Name SF ID#

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Signature Date