

## Governing Board

*The Employees Resource Foundation is governed by a Board of Directors that have been elected from all areas of Eastern Suffolk BOCES. It is managed by an Executive Director.*

Irene Witthoft—Executive Director

Dominick Mupo—President

Patricia McCabe, Ed.D.—Vice President/  
Secretary

Rebecca Morales-Mulherin—Treasurer

### Board Members

Pat Copertino  
Lynn Corriss  
Diane DeGorter  
Bobbi Kempf  
Risa Locascio  
Louise McNiff  
Nancy Smalling

Intake forms can be found at  
[www.esboces.org/ERF](http://www.esboces.org/ERF)

# Employees Resource Foundation

*A Bridge Over Troubled Waters*



**For Eastern Suffolk BOCES Employees**

**For Eastern Suffolk BOCES Employees**

**In times of unexpected crisis**

# About ERF

The Employees Resource Foundation was created by a group of dedicated Eastern Suffolk BOCES employees who sought to meet the needs of their fellow ESBOCES employees.

The goal of the foundation is to provide temporary financial assistance to employees who are facing a catastrophic event in their lives.

This assistance is not meant to be a permanent solution, but to provide aid in getting past a fiscal crisis when no other monetary help is available. Some examples of a catastrophic event may be sudden loss of household income, or a critical illness.

All full-time employees are eligible to apply by completing an intake form and submitting it directly to the ERF Executive Director, who is an ESBOCES retiree.

All applications are kept confidential and are shared with no one, not even the ERF board officers and board members.

After review of the intake form, applicants will be contacted directly by the Executive Director.

Intake forms can be found on the ESBOCES website at [www.esboces.org/ERF](http://www.esboces.org/ERF).

## How It's Funded

The ERF is a 501(c)(3) not-for-profit organization that is supported by contributions from ESBOCES employees through a voluntary payroll deduction and by fundraising activities.

ALL CONTRIBUTIONS ARE TAX DEDUCTIBLE

## Payroll Deductions

Just a few dollars each pay period can make a difference in supporting the foundation.

To contribute through a payroll deduction, please complete the attached form and send to Payroll at the Hines Administration Center.

## Fundraisers

Each year a holiday party fundraiser is held on the first Thursday in December which offers good company, food, beverages, and music. Bountiful gift baskets, generously donated from staff at ESBOCES buildings, are raffled off during the party and all proceeds contribute to the ERF fund. We hope you'll join us. Information about the holiday party is sent out each fall via email.

Watch for information about other fundraising activities throughout the school year.

**For Eastern Suffolk BOCES Employees**



Since 1999 the ERF has distributed  
over \$350,000  
to over 200 employees

### Employees Resource Foundation Payroll Deduction Form

Completion of this form authorizes an automatic deduction from each paycheck for the amount indicated. Send completed form to the Payroll Department at the James Hines Administration Center.

I authorize the following amount to be deducted from each paycheck for the EMPLOYEES RESOURCE FOUNDATION.

Please circle one:    \$1.00    \$2.00    \$5.00    Other amount \$ \_\_\_\_\_

It is my understanding that Eastern Suffolk BOCES is not an agent of nor does it represent the Employees Resource Foundation, Inc. and, furthermore, that Eastern Suffolk BOCES has made no representation regarding the advisability, appropriateness, or tax consequences of such payroll deduction. Employees agree that Eastern Suffolk BOCES shall have no liability whatsoever for any and all losses suffered by employees with regard to this deduction. This deduction shall continue until I leave my employment or I change/cancel authorization by written notice to the Payroll Department.

Print Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_ Building \_\_\_\_\_