

[Home](#)[CEO Hotline](#)[Viewpoint](#)[Classified Ads](#)[Archives](#)[Metro.net \(web\)](#)

Resources

[Safety](#)[Pressroom \(web\)](#)[Ask the CEO](#)[CEO Forum](#)[Employee Recognition](#)[Employee Activities](#)[Metro Projects](#)[Facts at a Glance \(web\)](#)[Archives](#)[Events Calendar](#)[Research Center/Library](#)[Metro Classifieds](#)[Bazaar](#)

Metro Info

[30/10 Initiative](#)[Policies](#)[Training](#)[Help Desk](#)[Intranet Policy](#)

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[Contact myMetro.net](#)

[Club Scene @ Metro]

Deadline is approaching for Employee Clubs to apply for annual subsidies

- Subsidy is \$300 for FY 09; application deadline is Sept. 30
- Download form and guidelines for Employee Clubs at [Forms Online>Communications](#)

(Sept. 9, 2008) Want to start an employee club?

Eligible for funding in the amount of \$300 in 2009 fiscal year, Metro employee clubs are defined groups of employees who get together for social, recreational or professional purposes. Under the guidelines, clubs, such as Toastmasters @ Metro and the African American Employees Association, hold meetings and plan activities or events.

Metro Employee Activities plans to provide funding for 10 employee clubs this fiscal year and is encouraging groups of employees with similar interests to get together and organize clubs.

The application deadline to start an employee club is Tuesday, Sept. 30.

"From cycling to knitting to professional development, Metro employees have many interests and talents," says Danielle Boutier, director of Communication Services. "This employee program provides a supportive environment for our activities."

Approved clubs will be eligible for annual subsidies – currently \$300 per fiscal year – from Employee Activities. To qualify, clubs must submit organizational rules or bylaws, a list of officers, a meeting schedule and justification for the use of funds.



Lunch Walkers @ Metro, with coordinator Vilma Hernandez, foreground, were one of the first clubs to organize at the onset of the Employee Activities subsidy program in 2008. The Lunch Walkers club, which trims waistlines and boosts energy levels, conduct daily walks during the lunch hour.

Open to all

Clubs that set qualifications or screen for membership must explain the process. Clubs must be open to all employees regardless of race, color or creed, political or religious affiliation.

If more than 10 groups apply for funding this fiscal year, Boutier says, a drawing will be conducted to select those that will be funded. The number of clubs to be funded each year will depend on funds available in the Employee Activities budget.

To remain eligible for funding, a club must use at least 70 percent of its funding each year.

Funds may be spent for speakers or to attend conferences, club clothing items or supplies, parties or events, or other appropriate activities. Funds may not be spent on alcohol or other items or activities that violate Metro policies. -- *From staff reports*