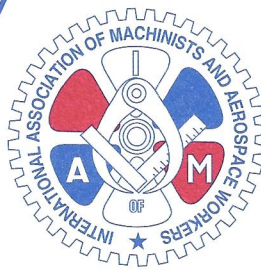
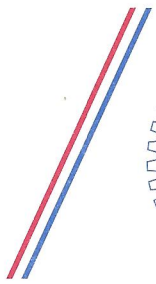


**International
Association of
Machinists and
Aerospace Workers**



9000 Machinists Place
Upper Marlboro, Maryland 20772-2687

Area Code 301
967-4500



OFFICE OF THE INTERNATIONAL PRESIDENT

September 24, 2019

RE: 2020 Call to Retirees Assistance
Program (RAP), Schedule and
Participant Enrollment Information

To: IAMAW and TCU Executive Council Members, Chiefs of Staff, Grand Lodge Representatives, Special Representatives, NFFE, Organizers, Directing Business Representatives, Business Representatives, Railroad General Chairpersons, Airline General Chairpersons, District Presidents, Local Lodge Presidents, Communicators, Educators, W³ Directors, Carmen Division Officers, National Representatives, Assistant National Representatives, EAP Educators, and EAP Coordinators in the United States of America and Canada

Dear Sisters and Brothers:

This is the call for the 2020 Retirees Assistance Program (RAP) held at the William W. Winpisinger Education and Technology Center (W³) in Hollywood, Maryland. This program is open to IAM, TCU and NFFE retired and nearly retired members. The curriculum includes resources for retired members and education on topics impacting their lives such as:

Elder Law
Elder Abuse
Mental Health
Investment Education
Volunteer Self-Care
Senior Addiction
Living Challenges
Healthcare

Locating and Utilizing Community Resources
Dementia 101
Financial and Senior Housing-Planning
Financial Issues Asset Protection
Preparing for a Doctor's Visit
Sensitivity Training Awareness
Advance Directives

Enclosed you will find a registration form and the IAM policy letter covering W³ tuition, transportation subsidy, and curriculum. Retired members must be approved by an authorizing lodge officer.

Retirees Assistance Program training will be conducted on the following dates:

RAP May 31 – June 6, 2020
 Registration form due April 3, 2020

Registrations are processed by the order of their arrival. These are popular program classes and fill to capacity quickly. I urge you to take prompt action and return the Participant Registration form before the due date.

The IAM encourages all retirees to remain active in their union and to assist when they are able with our organizing efforts.

Thank you for your support of this valuable program for our members. The IAMAW Retirees Department is here to motivate, educate and advocate for our retired members.

With every best wish, I remain in solidarity,

Fraternally yours,



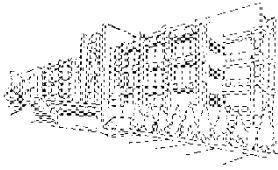
Robert Martinez, Jr.
International President

RM/em/tnb

Enclosures: Policy Letter
Participant Registration Form

cc: Dir. Manhart

**INTERNATIONAL ASSOCIATION OF
MACHINISTS AND AEROSPACE WORKERS**



9000 Machinists Place, Upper Marlboro, MD 20772

POLICY NO. XI.1

**William W. Winpisinger Education
and Technology Center Tuition,
Transportation Subsidy and
Curriculum**

ISSUED: September 14, 2015

The IAM will pay full transportation costs under certain conditions for all participants selected to attend any IAM sponsored function at Winpisinger Center. These conditions are as follows:

1. The name(s) of participants attending any function must be in the Winpisinger Center Administrative Office a minimum of eight (8) weeks prior to the starting date of the function.
2. All transportation (air or rail) will be handled for the participant by Grand Lodge's designated agent, Metropolitan Travel Services, based on information provided by the member. 21-day Super Saver air or rail tickets will be purchased for each participant selected to attend a program upon the completion of a Travel Request Form.
3. If there is a cancellation of attendance once a non-refundable ticket has been purchased for any reason other than a doctor's excuse due to illness or death of the participant or a member of their family; the cost of the ticket will be billed to the local or district lodge sending the participant once the ticket expires. If the ticket is used at another time to attend a William W. Winpisinger function the local or district sending the participant will be charged any change fees or costs associated with the use of the ticket. This also applies to Business Representatives or General Chairpersons.
4. If a ticket is purchased after the 21-day Super Saver Fare deadline, any difference in the super saver round trip ticket and actual cost of the ticket will be the responsibility of the participant or lodge sending the participant.
5. Participants from air transportation lodges are requested to travel by employer furnished passes. Should the employer refuse to supply positive space passes; participants should contact their district for assistance.
6. No reimbursement will be made for tickets purchased by the member or their local or district lodge.

7. Should a participant be required to spend a night while traveling to or from the Winpisinger Center, the cost of such accommodations will not be reimbursed by Grand Lodge.
8. Taxis, rental cars, limousines, buses, subways, parking, etc. will not be reimbursed by Grand Lodge.
9. Grand Lodge will bear no travel costs for any dependents.
10. Should a participant elect to drive their own vehicle, they will be reimbursed at the IRS Standard Rate per mile up to a maximum of 1,600 miles round trip or the equivalent of a round trip super saver air fare, whichever is less. Distance will be determined by the member's home address to Hollywood, Maryland.
11. If space permits, carpooling is strongly encouraged when multiple participants from the same local or district lodge are driving. When carpooling, the reimbursement amount will be determined in a manner consistent with Item # 10 above.

Every IAM member attending any function at Winpisinger Center, when the IAM is the primary sponsor, will attend at no charge for his or her room, meals and refreshments.

Depending on space availability, a participant enrolled in a program may bring his or her family for a minimal charge. The family is restricted to the participant's, spouse or partner, and their children who are living at home. Children under the age of 17 must have adult supervision at all times.

Consistent with the requirements of the curriculum, programs will not exceed five days whenever possible, beginning on Sunday and ending the following Friday.

Recruitment for the Leadership Programs will be according to the Official Announcement Packet for the Machinists Leadership and Train-the-Trainer Programs.

Applicants for the Leadership Programs will be enrolled on a first come, first served basis, and will be based upon the allotments allowed for the number of participants in the specific lodge and / or the General Vice President's territory.

If a lodge applies to send a member for Leadership I, II, Advanced or Train-the-Trainer and all the programs have been filled, that member will be placed on a waiting list by date received for that year. All potential participants remaining on the waiting list at the end of the year will be given first choice of dates for the following year, but must resubmit an enrollment form in a timely manner.

Assignment to staff programs will be on the basis of need and will be assigned by their General Vice President.

Retirees Assistance Program (RAP)
May 31 – June 6, 2020
2020 Departmental Program
Participant Registration Form
William W. Winpisinger Education & Technology Center

IMPORTANT: Orientation is **Sunday, May 31st** please check your block schedule for class times.

1) Mandatory - The following information must be filled in: *Full Legal Name* (as printed on your ID) Verify your name is as it appears on your Driver's License or Passport that you are presenting as identification at the airport.

First Name: _____ Middle Name: _____ Last Name: _____
Nickname: _____ Date of Birth: _____ Gender: _____
Title: _____ Local Lodge: _____ District Lodge: _____ Territory: _____
Mailing Address: _____
City: _____ State: _____ Zip Code: _____
Home Phone: _____ - _____ Cell Number: _____ - _____ Fax Number: _____ - _____
E-Mail Address: _____
Last 4 digits of SSN/SIN: _____ IAM Book No.: _____

2) Enrollment in this class must be approved by either a Lodge President, Business Representative, or General Chairperson.

_____	_____
Print Name of Approving/ Authorized Officer	Title
_____	_____
Daytime Phone Number	Email Address
_____	_____
Local Lodge Number	General Vice President

NOTE: Registrations are processed or waitlisted in the order of date received.

Your spouse is welcome to attend; however, please understand we cannot pay for your spouse or partner's travel expenses.

Will your spouse/partner be attending with you? Yes: _____ No: _____

Option 1: My spouse/partner (*print name*) _____ **WILL NOT** be participating in the program. I agree to pay \$225.00 for my spouse/partner for room and meals no later than Wednesday to the W3 Education Center. Initial _____

Option 2: My spouse/partner (*print name*) _____ **WILL** participate in the program, take part in the class photo and receive a certificate of completion and there is no charge for room and meals. Initial _____

How Will Participant Travel?

_____ Via public transportation arranged and paid for by the Grand Lodge
_____ Provide own transportation
_____ Flying on pass, but will need bus transportation

Signature of Approving Authorized Lodge or District Officer

**3) RETURN THIS FORM
BY April 3, 2020 TO:**

IAMAW Retiree and EAP Department
9000 Machinists Place, Upper Marlboro, MD 20772
Tel: 301-967-4717 Fax: 301-967-3427
Email Toni Buoy: tbuoy@iamaw.org