



Workforce Planning Hamilton
Planification de main d'oeuvre de Hamilton

DOLLARS & SENSE



NOVEMBER
2015

A guide to employment services, tax
and training credits, incentives and
supports for employers

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The information included in this guide is accurate as of the date of publication. While every attempt has been made to list all current relevant information, there may be other incentives available for employers which are not listed here.

Contact Workforce Planning Hamilton at 905-521-5777 to obtain this report in a larger print format.



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INTRODUCTION

As a business owner or Human Resources professional you are probably interested in knowing if there are tax credits, incentives or training supports that are available to help with the financial costs of hiring and training new employees.

Supports exist and such information is available, but is difficult to find since it is housed on a variety of websites, and offered through different government sources.

Workforce Planning Hamilton's Dollars & Sense guide cuts through the confusion to provide the information that you need in a centralized manner. We have attempted to list as many resources as possible, and if we have missed any, we apologize in advance.

Taking advantage of the listed programs will allow you to defray costs associated with training apprentices, hiring youth, summer students, and other candidates.

In addition to the incentives and supports listed in this guide, Employment Ontario Employment Service Providers are available to assist employers through every step of the hiring process by:

- listing job opportunities
- suggesting qualified candidates
- by providing incentive/wage subsidy information

The EO Employment Service Providers are a valuable resource and a list of the local services, as well as other employment services are listed below.

Reading this guide and accessing some of the programs/services will help your company be more productive and cost effective.

EMPLOYMENT SERVICES IN HAMILTON

EMPLOYMENT ONTARIO EMPLOYMENT SERVICES IN HAMILTON

There are seven Employment Ontario Service Providers within the Hamilton area, operating in nine different locations. The service providers provide employers with:

- qualified candidates to interview
- potential wage subsidy for employees during training
- assistance with job fairs and other hiring initiatives
- staff support to employers and their new employee

Contact one of the Employment Ontario Service Providers listed below for assistance with your hiring needs. Employers can access a variety of wage and training subsidies through the agencies listed below. Please call the agencies directly for more details.

You can find services in your area for looking for work; training and upgrading; apprenticeship; and employer/community support by visiting the Ontario Ministry of Training, Colleges and Universities website at: <http://www.tcu.gov.on.ca/eng/search.asp>

Employment Hamilton

67 Victoria Ave. South
Hamilton
905-522-4902
www.employmenthamilton.com

Goodwill Career Centre

1050 Upper Gage Ave.
Hamilton
905-526-8482
www.goodwillonline.ca

Mohawk College

Fennell Campus, 135 Fennell Ave. West
& West 5th St.,
Hamilton
905-575-2177



Mohawk College

211 Centennial Pkwy N., Unit 5
Hamilton

905-575-2177

[www.mohawkcollege.ca/
community-training/employers/
community-employment-
services.html](http://www.mohawkcollege.ca/community-training/employers/community-employment-services.html)

Collège Boréal

2, rue King Ouest, Suite 150
Lloyd D. Jackson Square
Hamilton

905-777-1562

www.collegeboreal.ca

vpi Inc.

1051 Upper James St., Suite 102
Hamilton

905-387-2220

www.vpi-inc.com

Wesley Employment Services

151 Queen St. North
Hamilton

289-396-5864

www.wesleyurbanministries.com

**YMCA of Hamilton/
Burlington/Brantford**

23 Main St. East
Hamilton (Careerworx)

905-540-9679

and

1-427 Dundas St. East
Waterdown

905-690-9927

www.ymcahbb.ca

**OTHER EMPLOYMENT
SERVICES IN HAMILTON****City of Hamilton Career
Development Centre**

181 Main St. West, 3rd Floor
Hamilton

905-546-2424 ext. 2695

Community Living Hamilton

191 York Blvd.

Hamilton

905-528-0281

Goodwill

225 King William St.

Hamilton

905-526-8482 ext. 307

Immigrants Working Centre

Downtown (Head Office)

8 Main St. E. Ste. 101

Hamilton

905-529-5209

March of Dimes

50 King St. E., 3rd Floor

Hamilton

905-522-2253

PATH Employment Services

(Specialized full range of
employment services for
persons with disabilities)

31 King St. East, Suite 100

Hamilton

905-528-6611

ONLINE CAREER MATCHING

MAGNET

- Magnet is a new career matching website that uses a technology platform, WhoPlusYou, to provide an effective and inexpensive alternative to the mainstream job posting processes.
- Magnet provides job seekers and employers with a one-stop, supply/demand job hub that helps to connect the right candidate to the right job, in a quick, accurate, and efficient manner.
- Employer job posting are automatically transformed into a search agent that looks for ideal candidates 24/7 and provides employers with screened lists.
- Once employers connect with a top candidate, they can stay connected, to aid their medium- to long-term hiring needs.
- Employers can post opportunities and review candidates' profiles for free. They can connect to students at no cost or to industry-experienced candidates for a small connection fee.
- Find out more by visiting the Magnet site:

<http://www.magnet.today>

(Information source: <http://www.magnet.today/employers>)





FINANCIAL INCENTIVES/ PROGRAMS FOR EMPLOYERS

CANADA-ONTARIO JOB GRANT (COJG)

WHAT IS IT?

- The Canada-Ontario Job Grant provides direct financial support to individual employers who wish to purchase training for their employees
- Applications are accepted on an ongoing basis

The grant:

- Government support is provided per person for training costs up to a specific limit
 - Requires employers to contribute one-third of the total costs
 - There will be flexibility for small businesses to provide an in-kind contribution towards their share of the costs
- Require training to be delivered by an eligible, third-party trainer

WHO IS ELIGIBLE?

- Small, medium and large businesses with a plan to deliver short-term training to existing and new employees

NEED MORE INFO?

Follow this link:

<http://www.tcu.gov.on.ca/eng/eopg/cojg/index.html#pilot>

Or contact the Employment Ontario Contact Centre,

toll-free (no charge): 1-800-387-5656

or through the TTY number: 1-866-533-6339.

Email: EmploymentHotlineInquiries@ontario.ca

(Information source: <http://www.tcu.gov.on.ca/eng/eopg/cojg/index.html#pilot>)

ONTARIO CO-OPERATIVE EDUCATION TAX CREDIT

WHAT IS IT?

- A refundable tax credit for businesses hiring students enrolled in a recognized post-secondary co-operative education program

WHO IS ELIGIBLE?

- Ontario businesses that hire students enrolled in a post-secondary co-operative education program are eligible

WHAT'S IN IT FOR ME?

- The maximum credit for each qualifying work placement is \$3,000
- Placements must be for a period of at least 10 consecutive weeks and can be up to a 4 month maximum

NEED MORE INFO?

- Visit this link on the Canada Revenue Agency website:
<http://www.cra-arc.gc.ca/tx/bsnss/tpcs/crprtns/prv/on/cprtvdctn-eng.html>

(Information source: <http://www.fin.gov.on.ca/en/credit/cetc/>)

OPPORTUNITIES FUND FOR PERSONS WITH DISABILITIES

WHAT IS IT?

- Through funding for organizations, the Opportunities Fund for Persons with Disabilities program helps people with disabilities prepare for, obtain and maintain employment or self-employment

WHO IS ELIGIBLE?

- Eligible applicants include: Businesses
- Organizations (including not-for-profit)
- Public health and educational institutions
- Band or tribal councils, Aboriginal organizations
- Municipal governments

WHAT'S IN IT FOR ME?

- Wage subsidies: Financial support to employers to encourage them to hire persons with disabilities whom they would not normally hire
- Work experience: Funding is available to eligible organizations that provide opportunities for people with disabilities to gain paid and unpaid (volunteer) work experience leading to potential employment

NEED MORE INFO?

- Visit the Service Canada site:
<http://www.servicecanada.gc.ca/eng/of/>

(Information source: <http://www.servicecanada.gc.ca/eng/of/>)

EMPLOYMENT ONTARIO PLACEMENT INCENTIVE

WHAT IS IT?

- Eligible employers may receive financial incentives to provide on-the-job training to Employment Service clients, including apprenticeship training, work experience opportunities, or skill level/employability assessments for participants in trial placements

WHO IS ELIGIBLE?

Employers must:

- Be licensed to operate in Ontario and provide the placement in Ontario
- Maintain appropriate WSIB or alternate workplace safety insurance coverage and have adequate third party general liability insurance

WHAT'S IN IT FOR ME?

- Incentive amounts vary and are based on the complexity of the job skill level required and the length of training required

NEED MORE INFO?

- Contact an Employment Ontario Employment Service Provider listed on pages 3 and 4

SKILLS LINK PROGRAM

WHAT IS IT?

- A client-centered program that provides funding for employers and organizations to offer eligible activities to youth, aged of 15-30, facing barriers to employment
- Participants are youth at greater risk of not making a successful transition to the workplace and establishing themselves within the labour market
- Service Canada accepts Skills Link applications throughout the year

WHO IS ELIGIBLE?

- Businesses, organizations (including not-for-profit)
- Public health and educational institutions
- Band or tribal councils, Aboriginal organizations
- Municipal governments

WHAT'S IN IT FOR ME?

- Financial assistance may be provided to cover all or a portion of the costs associated with operating and delivering approved activities
- Overhead costs required to carry-out the project, including wages and employment related costs for staff

- Costs associated with central administrative functions of the organization that are used to support agreement activities

NEED MORE INFO?

- Service Canada Centre, Hamilton, 905-572-2211
- Service Canada site:
<http://www.servicecanada.gc.ca/eng/epb/yi/yep/newprog/skillslink.shtml>

(Information source: <http://www.servicecanada.gc.ca/eng/epb/yi/yep/newprog/skillslink.shtml>)

EMPLOYMENT ONTARIO YOUTH JOB CONNECTION

WHAT IS IT?

- Youth Job Connection (YJC) is a new youth employment program launched in fall 2015 in Ontario
- The program serves youth aged 15 to 29 who experience multiple and/or complex barriers to employment by providing more intensive supports beyond traditional job search and placement opportunities
- YJC will include job matching and paid job placements, with placement supports for participants and hiring incentives for employers

NEED MORE INFO?

- To learn more about the YJC contact one of the Employment Ontario Employment Service providers listed on page 3 and 4
- MTCU/Employment Ontario:
<http://www.tcu.gov.on.ca/eng/eopg/programs/yjc.html>

(Information source: <http://www.tcu.gov.on.ca/eng/eopg/programs/yjc.html>)

EMPLOYMENT ONTARIO YOUTH JOB LINK

WHAT IS IT?

- A new youth employment program launched in Ontario aimed at students and youth who do not face significant barriers to employment
- Services will include summer employment

NEED MORE INFO?

- To learn more about the Youth Job Link contact one of the Employment Ontario Employment Service providers listed on page 3 and 4

HIRING YOUTH FOR THE SUMMER?

CANADA SUMMER JOBS

WHAT IS IT?

- Provides a wage subsidy to help employers create summer job opportunities for students aged 15-30 years who are full-time students planning to return to their studies in the next school year
- Creates work experiences for students and supports organizations, including those that provide important community services

WHO IS ELIGIBLE?

- Not-for-profit organizations, public-sector employers and small businesses with 50 or fewer employees

WHAT'S IN IT FOR ME?

- Not-for-profit employers are eligible for up to 100% of the provincial/territorial adult minimum hourly wage
- Public and private-sector employers are eligible for up to 50% of the provincial/territorial adult minimum hourly wage

NEED MORE INFO?

- Service Canada, Youth Info Line, 1-800-935-5555
- Service Canada Centre, Hamilton, 905-572-2211
- <http://www.servicecanada.gc.ca/eng/epb/yi/yep/programs/scpp.shtml>

(Information source: <http://www.servicecanada.gc.ca/eng/epb/yi/yep/programs/scpp.shtml>)

YOUTH JOB CONNECTION (YJC) SUMMER

WHAT IS IT?

- Launching in spring 2016 YJC Summer will provide summer job opportunities and part-time job placements during the school year to help multi-barriered high school students, aged 15 to 18, make positive educational and career choices.
- The focus will be on those facing challenging life circumstances and at risk of experiencing poor transitions between education and work.

WHO IS ELIGIBLE?

- TBA

WHAT'S IN IT FOR ME?

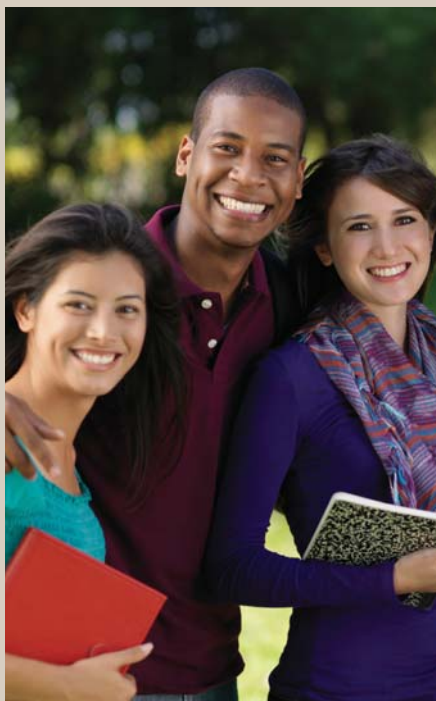
- Hiring incentives to hire summer students to support your business

NEED MORE INFO?

- To learn more about the YJC contact one of the Employment Ontario Employment Service providers listed on page 3 and 4
- MTCU/Employment Ontario:

<http://www.tcu.gov.on.ca/eng/eopg/programs/yjc.html>

(Information source: <http://www.tcu.gov.on.ca/eng/eopg/programs/yjc.html>)



LOOKING TO HIRE AN APPRENTICE?

What does the future of skilled trade employment look like in Hamilton? According to Statistics Canada Labour Force Survey 2014, 55% of the working age population in Hamilton are over the age of 45, and this population is growing steadily. Our community will face a skills shortage unless the practical on-the-job knowledge of experienced workers is passed along to a younger generation.

Mentorship and training, in the form of apprenticeship programs, is a concrete way for important skills to be handed down from worker to worker.

Apprenticeship programs combine in-school education with on-the-job training to provide an invaluable payoff for your company, the person you choose to employ, and for Hamilton's economic future.

Across Ontario more than 33,057¹ employers, 153,918² apprentices and 300,000 active journeypersons are involved in apprenticeship training.

According to the Canadian Apprenticeship Forum (CAF), the return on training investment for employers is \$1.47 for every \$1 that they spend on training. Hiring and training apprentices makes good business sense.

WHY SHOULD YOU HIRE AN APPRENTICE?

1. Employees who participate in apprenticeship programs are trained to provincial industry standards, and they also understand your unique workplace conditions.
2. Apprenticeship training allows employers to benefit from the government-supported in-class training part of the program, and also supports the company's future workforce needs and those of the industry.
3. Having a pool of experienced employees within your company who are different ages will enable you to better plan your future workforce needs as your company expands and/or as older employees retire.

¹ Ministry of Training, Colleges and Universities

² Canadian Apprenticeship Forum

4. Recruiting apprentices through the Ontario Youth Apprenticeship Program (OYAP) is a cost-effective solution to training and re-training young workers.
5. A recent survey of apprentices found that participants had a loyalty to the company that hired them, leading to a more stable workforce.

(Information source: <http://www.tcu.gov.on.ca/eng/employmentontario/employers/apprenticeship.html>)

ONTARIO YOUTH APPRENTICESHIP PROGRAM (OYAP)

WHAT IS IT?

- OYAP is a school-to-work transition program offered by the Hamilton-Wentworth Catholic District School Board and the Hamilton-Wentworth District School Board for high school students (16 years of age and up) who have completed Grade 10
- Students in Grades 11 and 12 earn co-op credits through work placements in skilled trades
- Students register as apprentices and begin formal training while still in school

WHO IS ELIGIBLE?

- Employers offering an apprenticeship opportunity in one of the 150+ skilled trades professions
- Employers must provide a working environment which focuses on learning and apprenticeship training
- Provide a safe working environment which complies with health and safety regulations
- Direct and guide student learning through on-site supervision by a qualified journeyperson
- Assess the progress of the student jointly with the Cooperative Education teacher

WHAT'S IN IT FOR ME?

- Employers are provided with the opportunity to assess students before committing to an apprenticeship
- WSIB coverage is provided by the Ministry of Education during the contract

- OYAP provides employers with information on where to access wage subsidies to assist with the initial hiring costs of OYAP graduates and summer students
- Way to support future workforce needs and those of one's industry

NEED MORE INFO?

- Hamilton-Wentworth Catholic District School Board, OYAP Coordinator: Leo Paone – 905-525-2930 x 2886, email: paonel@hwcdsb.ca; **www.oyaphwcdsb.com**
- Hamilton-Wentworth District School Board, OYAP Coordinator: Reece Morgan – 905-518-8694, email: rmorgan@hwdsb.on.ca ; **http://www.hwdsb.on.ca/secondary/programs/experiential-learning/oyap**
- Employment Ontario Hotline: 1-800-387-5656
- **www.oyap.com**
(Information source: www.oyap.com)

PROGRAMME D'APPRENTISSAGE POUR LES JEUNES DE L'ONTARIO (PAJO)

WHAT IS IT?

PAJO is a school-to-work transition program offered by the Conseil scolaire de district catholique Centre-Sud and the Conseil scolaire Viamonde for French speaking high school students (16 years of age and up) who have completed Grade 10.

Students in Grades 11 and 12 earn co-op credits through work placements in skilled trades. Students register as apprentices and begin formal training while still in school

WHO IS ELIGIBLE?

- Employers offering an apprenticeship opportunity in one of the 150+ skilled trades professions
- Employers must provide a working environment which focuses on learning and apprenticeship training
- Provide a safe working environment which complies with health and safety regulations
- Direct and guide student learning through on-site supervision by a qualified journeyperson
- Assess the progress of the student jointly with the Cooperative Education teacher

WHAT'S IN IT FOR ME?

- Employers are provided with the opportunity to assess students before committing to an apprenticeship
- WSIB coverage is provided by the Ministry of Education during the contract
- PAJO provides employers with information on where to access wage subsidies to assist with the initial hiring costs of PAJO graduates and summer students
- Way to support future workforce needs and those of one's industry

NEED MORE INFO?

Conseil scolaire de district catholique Centre-Sud
L'Académie catholique Mère Teresa

PAJO Coordinator:

Debbie Callan

Telephone: 905-524-2503 x 71227

Email: dcallan@csdccc.edu.on.ca

Conseil scolaire Viamonde

Georges-P.-Vanier

PAJO Coordinator:

Renée Dupuis-Maheu

Telephone: 1-888-583-5385 ou 1705 790-7847

Email: dupuismaheur@csviamonde.ca

Employment Ontario Hotline: 1-800-387-5656

For more information: [**http://oyap.com/fr**](http://oyap.com/fr)

(Information source: <http://oyap.com/fr/>)

TAX CREDITS FOR HIRING APPRENTICES

APPRENTICESHIP JOB CREATION TAX CREDIT

WHAT IS IT?

- A non-refundable tax credit equal to 10% of the eligible salaries and wages payable to Red Seal Trade apprentices employed after May 1, 2006

WHO IS ELIGIBLE?

- Any business that hires an eligible apprentice
- An “eligible apprentice” is someone who is working in a prescribed trade in the first two years of their apprenticeship contract
- This contract must be registered with a federal, provincial or territorial government under an apprenticeship program designed to certify or license individuals in the trade

WHAT'S IN IT FOR ME?

- The maximum credit is \$2,000 per year for each eligible apprentice

NEED MORE INFO?

- Canada Revenue Agency: <http://www.cra-arc.gc.ca> and search by name of the credit
- Call 1-800-959-8281
- Red Seal Trade website: www.red-seal.ca

(Information source: <http://www.cra-arc.gc.ca/tx/ndvds/tpcs/ncm-tx/rtrn/cmpltng/ddctns/Ins409-485/412/jctc-eng.html>)

ONTARIO APPRENTICESHIP TRAINING TAX CREDIT

WHAT IS IT?

- A refundable tax credit for corporations/unincorporated businesses employing apprentices in certain skilled trades during the first 36-48 months of an apprenticeship program, depending on when the individual started his or her apprenticeship

WHO IS ELIGIBLE?

- Businesses that have permanent establishments in Ontario
- Businesses that pay Ontario income tax
- Businesses that incur eligible expenses in training apprentices in certain skilled trades

WHAT'S IN IT FOR ME?

- The tax credit is based on salaries and wages paid to an apprentice
- Maximum credit for each apprenticeship is \$5,000 per year
- Maximum credit over the first 36-month period of the apprenticeship is \$15,000

NEED MORE INFORMATION?

- Employment Ontario Hotline: 1-800-387-5656
- You can download an application form at:
- <http://www.cra-arc.gc.ca/tx/bsnss/tpcs/crprtns/prv/on/pprntcshp-eng.html>

(Information source: <http://www.fin.gov.on.ca/en/credit/attc/>)



EMPLOYER INCENTIVES FOR HIRING APPRENTICES

APPRENTICESHIP EMPLOYER SIGNING BONUS

WHAT IS IT?

- The \$2,000 Employer Signing Bonus encourages employers in the trades to register new apprentices in sectors where there is a high demand for skilled workers
- This initiative assists employers to hire and register apprentices who have left school and require upgrading to meet the registration standards for apprenticeship training

WHO IS ELIGIBLE?

- The Employer Signing Bonus will be delivered in two equal instalments over six months.
- To be eligible for the first instalment, employers must:
- Meet all the specific apprenticeship requirements to provide training in the trade
- Hire and register an apprenticeship scholarship candidate as an apprentice
- Employers receive the second instalment when they continue to employ the apprentice and provide on-the-job training for at least six months from the date that the apprentice was registered

WHAT'S IN IT FOR ME?

- \$2,000 Employment Signing Bonus to be delivered in two equal instalments over six months

NEED MORE INFO?

- Employment Ontario Hotline: 1-800-387-5656
- MTCU/Employment Ontario: http://www.tcu.gov.on.ca/eng/employers/emp_bonus.html
- See a listing of Employment Ontario Employment Services in Hamilton on page 3 and 4

(Information source: http://www.tcu.gov.on.ca/eng/employers/emp_bonus.html)

APPRENTICESHIP COMPLETION EMPLOYER BONUS

WHAT IS IT?

- Employers receive a \$1000 taxable cash grant for each apprentice that is employed and trained and who completes his or her apprenticeship, receives a Certificate of Apprenticeship and where applicable, a Certificate of Qualification

WHO IS ELIGIBLE?

- Employers that employ and complete apprentices in any of Ontario's approved trades
- Are incorporated or unincorporated businesses and are subject to Ontario corporate income tax or Ontario personal income tax
- Are based in Ontario or out of province
- Eligible employers will receive a letter and application from the Ministry of Training, Colleges and Universities
- Employers will be identified by the registration document or training agreement with individual apprentices

WHAT'S IN IT FOR ME?

- A \$1000 taxable cash grant per each apprentice

NEED MORE INFO?

- Employment Ontario Hotline: 1-800-387-5656

(Information source: http://www.tcu.gov.on.ca/eng/employmentontario/employers/appr_completion.html)

FINANCIAL HELP FOR APPRENTICES

A number of grants and loans are available to help apprentices begin and complete their training. Please share this information with your prospective apprentices since it may help in your recruitment process.

APPRENTICESHIP COMPLETION BONUS IN NON-RED SEAL TRADES

- A taxable cash grant of \$2,000 available to registered apprentices after they successfully complete their apprenticeship training and obtain their Certificate of Apprenticeship and, where available, their Certificate of Qualification in any Ontario non-Red Seal trade, on or after April 1, 2009
- For more information: MTCU will mail eligible apprentices a form to complete indicating their eligibility for the bonus
- Contact the toll-free Employment Ontario Hotline at 1-800-387-5656
- **http://www.tcu.gov.on.ca/eng/employmentontario/employers/apprenticeship_bonus.html**

(Information source: http://www.tcu.gov.on.ca/eng/employmentontario/employers/apprenticeship_bonus.html)

APPRENTICESHIP COMPLETION GRANT

- The Apprenticeship Completion Grant is a one-time taxable cash grant of \$2,000 maximum
- Available to apprentices who have successfully completed their apprenticeship program and have obtained their journeyman certification in a designated Red Seal trade on or after January 1, 2009
- People are encouraged to apply online

FOR MORE INFORMATION

<http://www.servicecanada.gc.ca/eng/goc/apprenticeship/completiongrant/application.shtml>

(Information source: <http://www.servicecanada.gc.ca/eng/goc/apprenticeship/completiongrant/application.shtml>)

APPRENTICESHIP INCENTIVE GRANT

- The Apprenticeship Incentive Grant is a taxable cash grant of \$1,000 per year, up to a maximum of \$2,000 per person, available to registered apprentices once they have successfully finished their first or second year/level (or equivalent) of an apprenticeship program in one of the Red Seal trades
- People are encouraged to apply online:
- **<http://www.servicecanada.gc.ca/eng/goc/apprenticeship/incentivegrant/application.shtml>**

(Information source: <http://www.servicecanada.gc.ca/eng/goc/apprenticeship/incentivegrant/program.shtml>)

APPRENTICESHIP SCHOLARSHIP

- \$1,000 scholarship to support people who require upgrading to meet the academic eligibility requirements for apprenticeship training in their chosen trade
- Must be committed to achieving the necessary academic requirements within one year
- A person participating in the program will receive a \$1,000 scholarship (\$500 when registered and \$500 when program is completed) if they have: completed his/her academic upgrading;
- are employed and are registered as an apprentice

FOR MORE INFORMATION

Call the toll-free Employment Ontario Hotline at 1-800-387-5656, or contact an Employment Ontario Employment Service provider (listed on page 3 and 4)

(Information source: http://www.tcu.gov.on.ca/eng/apprentices/app_schol.html)

CANADA APPRENTICE LOAN

The Canada Apprentice Loan is an initiative of the Government of Canada to help people complete their apprenticeship in a designated Red Seal trade.

People can apply for up to \$4,000 in interest-free loans per period of technical training. The money is available to help pay for:

- tuition
- tools
- equipment and living expenses
- to cover forgone wages or to help support one's family

FOR MORE INFORMATION

Visit the Canada Apprentice Loan Online Service for more details and to apply online for quicker service.

<https://www.pca-cal.ca/en/Home>

Visit Support for Apprentices for information on more programs available to help apprentices complete their training and for employers to hire and train apprentices.

http://www.esdc.gc.ca/en/support_apprentices/index.page

(Information source: http://www.esdc.gc.ca/en/support_apprentices/loans.page)

INCOME SUPPORT WHILE COMPLETING APPRENTICESHIP CLASSROOM TRAINING

The Ontario Ministry of Training, Colleges & Universities (MTCU) provides temporary financial assistance to apprenticeship clients attending classroom training full time who are eligible for Employment Insurance (EI) benefits or were in receipt of benefits in the past

Apprentices may be eligible to receive the following allowances:

- Dependent Care Allowance
- Commuting Allowance
- Living-Away-From-Home Allowance
- Travel Assistance

FOR MORE INFORMATION

contact the Employment Ontario Hotline at 1-800-387-5656.

(Information source: MTCU)

LOANS FOR TOOLS

- Offers newly registered apprentices a loan to help them buy the tools and equipment they need to perform the trade in which they are registered
- To apply for a loan, apprentices should complete in full the loans agreement contained in the information package sent automatically to each newly registered apprentice, and then send it back to the Ministry of Training, Colleges and Universities in the return envelope provided

FOR MORE INFORMATION

Ontario Ministry of Training, Colleges and Universities Loans for Tools program Toll-free 1-800-313-1746

(Information source: <http://www.tcu.gov.on.ca/eng/training/apprenticeship/loantool.html>)

SUPPORT TO NON-EI-ELIGIBLE APPRENTICES DURING IN-SCHOOL TRAINING

- Provides up to \$1,500 of taxable financial supports for apprentices who are not eligible for federal Employment Insurance (EI) who attend full time in-school training at a Delivery Agency approved by the Ministry of Training Colleges and Universities
- The ministry will mail to eligible apprentices an application form to complete indicating their eligibility for the bonus

FOR MORE INFORMATION

contact the Employment Ontario Hotline at 1-800-387-5656.

(Information source: <http://www.tcu.gov.on.ca/eng/apprentices/nonEI.html>)

TRADESPERSON'S TOOLS DEDUCTION

- This is a tax deduction that employed apprentices may be able to deduct for the cost of eligible tools they bought in the previous year to earn employment income as a tradesperson, and as an eligible apprentice mechanic

FOR MORE INFORMATION

<http://www.cra-arc.gc.ca/trades>

(Information source: <http://www.cra-arc.gc.ca/trades>)

ADDITIONAL EMPLOYER RESOURCES

FINDING EMPLOYMENT ONTARIO EMPLOYMENT AND TRAINING SERVICES

- Find services in your area for looking for work; training and upgrading; apprenticeship; and employer/community support by visiting <http://www.tcu.gov.on.ca/eng/search.asp>

ONTARIO COLLEGE OF TRADES

- The Ontario College of Trades (OCOT) is an industry-driven, professional regulatory body that protects the public by regulating and promoting the skilled trades
- One of the main responsibilities of the OCOT is to ensure that individuals performing the skills of compulsory trades have the training and certification required to legally practice this trade in Ontario

OCOT is responsible for: Issuing certificates of qualification and statements of membership;

- Establishing apprenticeship programs and other training programs
- Maintaining a public registry of its members
- The process for determining appropriate apprentice to journeyperson ratios
- The process for trade classification reviews
- Establishing the scope of practice for trades

FOR MORE INFORMATION

www.collegeoftrades.ca

(Information source: www.collegeoftrades.ca)

