**SEASONAL TOURISM BUSINESS EXTENSION WAGE SUBSIDY**

**EMPLOYER APPLICATION FORM**

**PROGRAM INFORMATION**

The Tourism Industry Association of Nova Scotia (TIANS) and Nova Scotia Tourism Human Resource Council (NSTHRC), is undertaking a provincial human resource initiative to support workers in seasonal industries throughout Nova Scotia. To assist tourism employers in extending their operating season, temporary wage subsidies of up to 50% will be available to businesses willing to open earlier or stay open beyond traditional season.

**Eligibility Information for Employers**
To be eligible for the Wage Subsidy Program, an employer must:

* Be a legally registered business and have been in business for at least one year
* Provide information regarding employees benefitting from this wage subsidy program
* Agree to participate in surveys/reports or other data required to track project impact

**Employer Requirements**

* Provide staff training, as per identified business and staff needs (to be determined with project consultant)
* Complete records/data as requested by TIANS
* Upon conclusion, submit a brief summary report to TIANS (form to be provided)

**TRAINING/SKILL DEVELOPMENT OPPORTUNITIES**

As part of this project, TIANS is offering access to a suite of training & skills development workshops and online programming. Please indicate below, any identified skill gap areas and a Project Coordinator will be in touch to discuss access to relevant resources and programs.

[ ]  Occupational Specific Skills (i.e. Front Desk Agent, Food & Beverage, Service and Sales)

[ ]  General Customer Service

[ ]  Diversity/Cultural Sensitivity

[ ]  Occupational Health & Safety

[ ]  Supervisory/Management Skills

[ ]  Revenue/Yield Management

[ ]  Other (Please Specify Below)

Follow Up Contact

Business Name:

Contact Name:

Phone Number:

Email:

**OFFICE USE ONLY**

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| --- | --- | --- |
|  Approved: [ ]  Amount Given:        | Unsuccessful [ ]   | More Information Requested [ ]   |
| Contacted:       | Date Assets:       | Date Contacted:       | Other:       |

**APPLICATION (TO BE COMPLETED IN FULL BY APPLICANT)**

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| **PART A – EMPLOYER INFORMATION**  |
| 1. Legal Name of Employer      | 2. Common Name of Employer (if different than legal)       | 3. Telephone:     4. Fax:      |
| 5. Mailing Address (with postal code)      | 6. Name of Contact Person      | 7. Title of Contact Person      |
| 8. E-Mail Address of Contact Person      | 9. Telephone of Contact Person      |
| 10. Business No.       |
| 11. Organization Has Existed Since (y/m/d):       | 12. Total Number of Employees       | 13. What is the main service/product of your business? (ie. Accommodation, Food & Beverage, Tour Guiding, etc.)      |
| 14.Employer Type*:****[ ]*** For Profit Business [ ]  Not for Profit [ ]  Other (explain)       |
| 15. Is the business currently in compliance with all regulations pertaining to Occupational Health & Safety, including such aspects as licensing and permits, insurance coverage, Workers Compensation (if applicable) etc.? [ ]  Yes [ ]  NoNotes:       |

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| **PART B – WAGE SUBSIDY INFORMATION**16. Historical Start and End Dates of operating season       |  17. Planned Start and End Dates of season extension       |

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| **PART C – POSITION REQUIREMENTS AND PROJECTED HOURS** 18. Position Title (attach job description)       |
| 19. Number of Positions       | 20. Estimated Number of Weeks per Position (max 4)        |
| 21. Estimated Hours per Week per Position       | 22. Hourly Wage       | 23. Total amount requested:        |
| **Please provide a brief statement indicating how you think your business will be impacted by this Season Extension Wage Subsidy:** |

**Submit Completed Application Form to** **support@tourism.ca** **or fax to 902.422.0184**This initiative is supported by the Government of Canada and the Province of Nova Scotia’s Targeted Measures Agreement



