

**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  No  Notes: | | | |

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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**](mailto: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



