



# INVESTING IN THE FUTURE OF UNIONIZED SKILLED TRADES

Canada's Building Trades Unions (CBTU) created the In The Trades apprenticeship program to support unionized contractors in Canada by providing financial incentives to hire and effectively onboard and retain first-year apprentices.

Contractors can receive \$5,000 for new first-year apprentices and \$10,000 for onboarding equity-deserving apprentices.

Unionized contractors must meet the following program requirements to participate:

- Have less than 500 employees at time of application
- Hire a first-year apprentice in one of the 39 approved trades
- Legal agreement has been signed prior to hiring apprentice

## FREQUENTLY ASKED QUESTIONS

**Can an eligible contractor hire an apprentice if that person worked for the contractor before becoming a first-year apprentice?**

Yes

**Can an eligible contractor hire a first-year apprentice if they were already an apprentice, but in a different trade?**

Yes

**Can an eligible contractor hire a first-year apprentice if they apprenticed with a different contractor before?**

Yes – As long as the employee is not currently employed by another contractor at the time that the small and medium-sized contractor hires them, and they still qualify as a first-year Red Seal apprentice.

**Who falls into the equity-deserving groups?**

The list of groups where the additional \$5,000 applies includes:

- women,
- persons with disabilities,
- Indigenous peoples,
- Members of the LGBTQ2+ communities,
- newcomers, and
- visible minorities.

The contractor is eligible for the additional funds if the first-year apprentice is from at least one of the equity-deserving groups.

**I am a small contractor and haven't started a new apprentice in several years. How do I go about hiring a unionized first year apprentice?**

Contact your contractor association and local union to review hiring procedures and ratio compliance. This is a Canada-wide initiative and pathways for apprentices entering the trades may be different for each province or territory.

**Who receives the financial incentive and additional supports if the union pays the apprentices' salary?**

If the employer is the union (paying the apprentice's salary), then the union would receive the financial incentive, provided they meet all program requirements. If the contractor is paying the apprentice's salary, then the contractor would receive the financial incentive and additional supports.

**When will the eligible contractor receive their financial incentive?**

The first payment of \$5,000 will be made to the employer after they complete the following steps in order:

1. The contractor has completed the contractor information through the In The Trades online portal
2. The contractor has signed the legal agreement
3. The contractor hires a first-year apprentice
4. The contractor adds apprentice information to the online portal
5. The first-year apprentice has completed the mandatory SkillPlan training modules

The second payment of \$5,000 will be made to the contractor if the first-year apprentice is from at least one of the equity-deserving groups

**I've already hired a first-year apprentice, am I eligible for the funding?**

If you hired a first-year apprentice after signing the legal agreement, and you meet all program requirements, you are eligible to receive funding. Contractors that have already hired an apprentice without signing the legal agreement are not eligible to receive grant funding.

**How many first-year apprentices can our company get funding for?**

Funding is available for two first-year apprentices for each year of the program:

- Now - March 31, 2023
- April 1, 2023 – March 31, 2024

**What supports are there for the apprentices with the In The Trades Program?**

The CBTU has partnered with SkillPlan ([www.skillplan.ca](http://www.skillplan.ca)) to provide workplace diversity, inclusion, and mentorship training. SkillPlan is a nationally recognized leader in workforce development programming. With over 30 years of experience, SkillPlan provides workforce developing services and resources to the construction industry, with a focus on pinpointing foundational skills problems, addressing learning challenges and delivering industry-specific educational programs to help workers succeed in technical training and on the job.

**Our unionized company is made up of separate operating divisions. Can each division access the funding?**

Yes – Each division of your company would require a separate Business Registration Number with the Canada Revenue Agency (CRA) and have 499 paid employees or less to qualify for funding.

**Can an eligible employer hire an apprentice if that person worked for the employer/company before becoming an apprentice? (e.g., they were a general labourer in the company before registering as a first-year apprentice)**

Yes – As long as the employee became a first-year Red Seal Apprentice after the company entered into an agreement with CBTU, it is acceptable that the apprentice was already employed with the same employer.



FOR MORE INFORMATION VISIT

[BUILDINGTRADES.CA/INTHETRADES](http://BUILDINGTRADES.CA/INTHETRADES)

