



Community Workforce Response Grant (CWRG)

Workforce Shortages Stream Criteria

All decisions regarding eligibility are made by the Ministry of Advanced Education, Skills and Training (“Ministry”) at the Ministry’s sole discretion.

Where the Ministry determines that there is a real or perceived conflict of interest in the choice of training providers and/or training program, the Ministry reserves the right to deny an application or a claim on that basis. Refer to Appendix B for examples of situations where the Ministry may deem a conflict of interest.

Approval of an application is not an endorsement of any training provider or particular training program. Previous approval of a training provider does not guarantee approval in the future. Assessment is done on a case-by-case basis. When an applicant has previously received a grant, they must have met the employment outcome and reporting requirements of the previous agreement in order to re-apply.

Quality assurance sampling, risk-based audits and program monitoring is used to verify information. The Ministry reserves the right to contact participants, training providers or any other person in order to substantiate claims, training activities, records or other related matters.

Intent:

This stream supports sectors and industries in addressing immediate workforce shortages within the in-demand occupations. It provides funding for skills training and employment services for unemployed or underemployed British Columbians.

Criteria	Interpretation/Comments
Eligible Applicants	
Industry, sector and employer associations operating in B.C. are eligible to apply. The applicant must be a recognized non-profit organization representing a sector, industry or group of employers in B.C.	The intent of the Workforce Shortages Stream is to assist industry, sectors and groups of employers to meet the urgent labour and skills training needs of employers in B.C.
Applicants must have a Business BCeID Account to apply.	The Ministry receives and administers grant applications through a web-based system at SkillsTrainingGrants.gov.bc.ca A Business BCeID Account is required in order to create and submit a grant application.

Criteria	Interpretation/Comments
	It may take up to 3 weeks to receive your BCeID.
An applicant must have met all obligations under any previous grant or program funded through the Canada-B.C. Job Fund or the Workforce Development Agreement.	<p>These obligations include but are not limited to:</p> <ul style="list-style-type: none"> • All information provided on the application is found to be complete, true and correct • Submitted all required forms, records and reports • Participants completed the training • Met the employment outcome requirement after training participants <p>The applicant may also be unable to re-apply under the following circumstance:</p> <ul style="list-style-type: none"> • Has been approved for multiple grants in the past but has withdrawn or not completed training for several of those agreements
Eligible Participants	
Participants must be Canadian citizens, permanent residents, or protected persons (as designated under the <i>Immigration and Refugee Protection Act</i>) entitled to work in Canada.	<ul style="list-style-type: none"> • Temporary foreign workers, international students, working holiday visas, or other temporary residents are NOT eligible to participate • Permanent residents are persons who have immigrated permanently to Canada but have not become Canadian citizens • Protected persons, as designated under the <i>Immigration and Refugee Protection Act</i>, are eligible provided they have a valid work permit
Participants must be at least 15 years old, unemployed or underemployed (part-time, seasonal or casual) and seeking training to obtain a job in the industry.	<p>The intent of the program is to assist unemployed or underemployed British Columbians gain relevant skills and full-time employment at the end of the program.</p> <p>Priority will be given to programs where participants are vulnerable or underrepresented.</p> <p>Vulnerable:</p> <ul style="list-style-type: none"> • Refugees and protected persons • Youth at risk including youth in care or former youth in care (aged 15-29) • Persons with a disability • Older workers 55+ • Individuals facing barriers to employment such as former inmates or the chronically unemployed <p>Underrepresented:</p> <ul style="list-style-type: none"> • Landed immigrants to Canada within the past five years

Criteria	Interpretation/Comments
	<ul style="list-style-type: none"> • Youth (aged 15-29) • Indigenous peoples • Women training in underrepresented fields such as trades, natural resources or technology
<p>Participants must have completed any other federally or provincially funded training programs before participating in the CWRG.</p>	<p>Participants cannot be enrolled in another federally or provincially funded training program at the same time.</p> <p>For example, a participant currently enrolled in an Industry Training Authority (ITA), Women in Trades program is not eligible for a CWRG funded training program at the same time.</p>
<p>Participants in receipt of Employment Insurance (EI) benefits or Income Assistance (IA) benefits must obtain approval before starting training.</p>	<p>Active claimants in receipt of EI (Part I) benefits or IA benefits are required to obtain approval from the Ministry of Social Development and Poverty Reduction (SDPR) prior to the program start date.</p> <p>EI or IA claimants who do not obtain pre-approval before participating in training may become ineligible for continued financial supports under EI or IA.</p> <p>Refer to Appendix A for details.</p>
<p>If a participant repeatedly does not complete training, that participant may become ineligible under any future grant applications.</p>	<p>It is the responsibility of the applicant to ensure participants are ready and capable of participating in the program.</p> <p>It is the responsibility of the participant to understand the purpose of the program and to participate in good faith.</p>
Eligible Programs	
<p>Programs must align with the intent of the stream.</p>	<p>Applications should clearly demonstrate that the program supports an industry and/or occupation experiencing significant workforce shortages.</p>
<p>Programs must be cohort based.</p>	<p>For the purposes of the grant, a cohort is defined as a group of unemployed or underemployed participants with the same skill or certification needs prior to employment.</p> <p>Cohorts must progress through the program together as a group, using the same employment assistance services and taking the same skills training. Participant financial supports may vary for each participant.</p>
<p>Programs must not be longer than 52 weeks in duration and must lead to full-time employment in the sector.</p> <p>Applications must demonstrate a commitment from an employer or group of employers to hire the participants at the</p>	<p>All programs should be time-limited and job-focused.</p> <p>Applicants will need to show that employer(s) in the community will have jobs for the participants at the end of the program.</p>

end of the program.	
The program must not have started prior to submitting the application.	The CWRG assists applicants in providing training to participants that they otherwise might not be able to obtain. Applications cannot be submitted if the program has already started.
Programs previously funded under the CWRG targeting the same participants are not eligible.	Applicants will not receive funding for the same, or substantially the same, training previously funded under the CWRG for the same participants.
All services delivered must fall within the list of Eligible Services in Table 1 below.	Components of the program will be reviewed during the application process to ensure they are eligible.
Eligible Service Providers	
<p>Eligible skills training providers include:</p> <ul style="list-style-type: none"> • B.C. public and private post-secondary institutions • ITA designated trade schools • Union halls and training boards • Industry/sector associations • Trade or industry recognized personal safety training providers • B.C. private training institutions certified under the Private Training Act by the Private Training Institutions Branch (PTIB) of the Ministry of Advanced Education, Skills and Training <p>All skills training providers must have the expertise, skills and experience to deliver this component of the program.</p> <p>The skills training provider must be a third party to the applicant.</p>	<p>Only skills training providers that meet eligibility requirements will be considered.</p> <p>The applicant cannot deliver the skills training directly to participants.</p>
<p>Eligible employment assistance service providers include:</p> <ul style="list-style-type: none"> • Social service organizations • Indigenous training and employment organizations • Elders • Certified job coach 	<p>Only service providers that meet eligibility requirements will be considered.</p> <p>The applicant cannot deliver the employment assistance services directly to participants.</p>

<ul style="list-style-type: none"> • Employment or training organizations <p>All service providers must have the expertise, skills and experience to deliver this component of the program.</p> <p>The service provider must be a third party to the applicant.</p>	
Eligible Costs	
<p>An applicant can apply for up to a maximum of \$15,000 per participant in CWRG funding per fiscal year (April 1 to March 31).</p> <p>Up to \$10,000 for the Skills Training component.</p> <p>Up to \$5,000 for the following two components combined:</p> <ul style="list-style-type: none"> • Employment Assistance Services • Participant Financial Supports 	
<p>An applicant can apply for up to 10 percent of the total costs of program delivery to support program administration.</p>	<p>Applicants may be able to receive funding to offset costs associated with project management, outreach and recruitment of participants, claims and reporting.</p>
<p>An applicant must not have received or be receiving funding from another source for any of the eligible program delivery costs covered by the CWRG.</p> <p>The applicant must specify which aspects of the program will be paid for by other funding sources at the time of application.</p>	<p>If there are multiple funders for the program, the applicant is required to report this information at the time of application.</p>

Table 1

Eligible Services	
<p>Skills Training: Training provides participants with the skills necessary to be successful in the job. Costs may include tuition or training fees, examinations, certificates, books, training software and other course materials. All training must be completed within 52 weeks.</p>	
<p>Soft skills training</p>	<p>Personal management skills such as personal goal setting, time management, problem solving, decision making, communication, teamwork and ongoing learning.</p>
<p>Occupational skills training</p>	<p>Skills training related to a job.</p>

	Training to develop the skills required to operate a particular machine or use a particular technology; sector specific skills; includes short-term certificate training required and recognized by industry.
On-the-job training	Training to meet an employer's specific skills needs, delivered in the workplace. Instructors for on-the-job training must have relevant education and/or job related experience to deliver training.
Short-Term Skills Training	Short duration training certificates/courses (e.g. first aid certifications, food safety) needed to meet the specific job or industry requirements.
Essential skills training	Training to develop one or more of the nine essential skills for the workplace as defined by: Employment and Skills Development Canada . Includes adult basic education and academic upgrading.
Apprenticeship training	ITA certified Red Seal and non-Red Seal trades training. Click here for a full list of the ITA certified training programs.
Employment Assistance Services: These services are provided to participants to increase their success in the training program and employability at the end of training.	
Pre-employment services and supports	Includes job readiness skills such as job search, resume writing and interview skills. These are usually provided by employment service providers to prepare participants for entering the workforce.
Pre-employment counselling and/or coaching	Includes personality, vocational and essential skills assessments, mentoring and coaching.
Indigenous cultural components	Unique Indigenous protocols and activities including culturally appropriate participant assessment and completion/recognition events.
Participant Financial Supports: Financial supports for participants, to remove barriers to the participants' success in the program.	
Childcare	For a participants' child while the participant is attending training or other services.
Transportation	For the participants' transportation to training, employment services or on-the-job training. Bus passes and mileage are eligible.
Other supports	<ul style="list-style-type: none"> Refreshments: food or light meals provided during

	<p>training</p> <ul style="list-style-type: none">• Supports provided to persons with disabilities to assist with:<ul style="list-style-type: none">○ Participating in training and other services○ Obtaining and maintaining employment○ Can include financial supports and specialized equipment• Accommodations while attending training• Personal protective equipment
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Appendix A - Requirements for Employment Insurance (EI) and Income Assistance (IA) clients participating in the CWRG

The goal of the CWRG is to increase participation of British Columbians in the labour force by helping them develop the skills needed for the occupations experiencing workforce shortages. It is a priority of the Province to support unemployed individuals, including those on EI and IA, to obtain sustainable employment.

Individuals who are active claimants in receipt of EI Part I benefits or IA benefits may be eligible for training funded through the CWRG. Participants must receive approval from SDPR prior to the start of training. EI or IA clients who do not obtain pre-approval before participating in training may become ineligible for continued financial supports under EI or IA.

Where an applicant wishes to train and employ an individual who is currently an EI or IA client, the participant must take the following steps before starting training:

Employment Insurance (EI) Clients

The participants **MUST** complete and submit the Participant Information Form (PIF) within five business days prior to the start of training in order for pre-approval from SDPR. The PIF must indicate that the participant is currently an EI recipient.

The CWRG will then contact SDPR on behalf of the participant to begin the pre-approval process.

Income Assistance (IA) Clients

When submitting the PIF, the participants **MUST** indicate that they are IA recipients.

The participants must contact their employment assistance worker at the SDPR Service Delivery Division to ensure that the training received under the CWRG will not affect their IA benefits.

Please direct additional questions regarding IA to SDPR at 1 866-866-0800.

Appendix B - Conflict of Interest Guidelines

Where the Ministry determines that there is a real or perceived conflict of interest in the choice of a participant, training provider, employment service provider, and/or training programs, the Ministry reserves the right to deny an application or claim based on that conflict of interest. In the event that the Ministry becomes aware of a real conflict of interest, they may revoke an Agreement.

The following is an example of a situation where the Ministry may determine there is a real or perceived conflict of interest. This is an example only; there may be other situations where the Ministry determines there is a real or perceived conflict of interest.

- The applicant stands to gain financially from the choice of training provider or employment services provider. For example, the applicant receives a fee from the third-party training provider delivering training or employment services