

Questions and Answers: Student Work Placement Program – Response Measures to Support Organizations during COVID-19

Postponing Placement Start Dates

1. Do funding recipients need to report if employers postpone or reduce the duration of placements?

If employers need to postpone or reduce the duration of placements due to the current COVID-19 situation, funding recipients will need to report the number of placements that have been postponed and the number of placements with a reduced duration in the quarterly activity reports under Question 5:

Question 5. Other Information

a) Is there any other information about your project's progress that you want to share with us?

Funding recipients can also contact their ESDC project officer if they have additional questions. Project officers may have follow-up questions or seek more detailed information at a later date.

2. Can employers postpone placements after a contribution agreement end date?

No. Funding recipients need to ensure placement(s) occur before the agreement end date or request an agreement extension. Funding recipients will need to provide a written rationale describing the situation to their ESDC project officer contact.

Applying for funding before finalizing the selection of student hires

3. What information do funding recipients need from employers to advance funds?

To reduce potential delays to hire students, employers can request funding before finalizing the selection of student hires. Funding recipients should inform employers to transmit their lists of additional students as soon they have been identified.

Funding recipients will need to report on the number of employers that received funding before finalizing the selection of student hires in their quarterly activity reports under Question 5:

Question 5. Other Information

a) Is there any other information about your project's progress that you want to share with us?

Funding recipients can also contact their ESDC project officer if they have additional questions. Project officers may have follow-up questions or seek more detailed information at a later date.

Small and medium sized employers and non-profit organizations using wage subsidies up-front

4. What percentage of the wage subsidy funding can be advanced up-front?

The Department is offering the flexibility for funding recipients to advance small and medium sized employers with less than 500 employees, as well as non-profit organizations up to 75% of the wage subsidies up-front. Funding recipients will be required to hold back a minimum of 25% until half of the work term is complete.

Funding recipients will need to report on the number of placements that a wage subsidy was advanced up-front in their quarterly activity reports under Question 5:

Question 5. Other Information

a) Is there any other information about your project's progress that you want to share with us?

Funding recipients can also contact their ESDC project officer if they have additional questions. Project officers may have follow-up questions or seek more detailed information at a later date.

Students working from home

5. Under what circumstances can students work from home?

Due to the COVID-19 situation, the Department is offering the flexibility for all students to work from home if they have ability to do so (i.e. fulfill their job duties, communicate with their employer). Funding recipients simply need to inform employers of this measure.

Funding recipients will need to report the number of placements that are taking place from home in their quarterly activity reports under Question 5:

Question 5. Other Information

a) Is there any other information about your project's progress that you want to share with us?

Funding recipients can also contact their ESDC project officer if they have additional questions. Project officers may have follow-up questions or seek more detailed information at a later date.

Post-secondary institutions as the employer of record

6. Under what circumstance can a post-secondary institution be the employer of record to offer placements to students?

The current COVID-19 situation may affect ability of employers to offer student placements. The Department is offering the flexibility for post-secondary institutions (universities, colleges and polytechnics) to be the employer of record so they can offer placements to students on campus

and from home. Post-secondary institutions must meet the same criteria as other Student Work Placement Program employers by offering meaningful work-integrated learning opportunities. If a post-secondary institution intends to be the employer of record, funding recipients will need to provide a written rationale describing the situation to their ESDC project officer contact.

Funding recipients will need to report the number of placements offered by post-secondary institutions in their quarterly activity reports under Question 5:

Question 5. Other Information

a) Is there any other information about your project's progress that you want to share with us?

Funding recipients can also contact their ESDC project officer if they have additional questions. Project officers may have follow-up questions or seek more detailed information at a later date.

Other Questions

7. How long will these measures be in place?

Measures will be in place until March 31, 2021.

8. If funding recipients had to cancel or delay activities set out in their agreements, will expenses already incurred for these activities be reimbursed by the Department?

No. Project activities may be disrupted, postponed or cancelled due to the COVID-19 situation. Flexibility will be exercised on all reasonable costs associated with cancelled activities. These costs can be covered through the contribution agreement. In these cases, funding recipients will need to document these changes in their quarterly activity reports under Question 1:

Question 1.

a) Describe the progress achieved this period for each of the objectives, activities.

Funding recipients can also contact their ESDC project officer if they have additional questions. Project officers may have follow-up questions or seek more detailed information at a later date.

9. If a funding recipient received an advance of funds which has not been spent in fiscal year 2019-20, can they carry it over and use these funds in fiscal year 2020-21?

Yes. In response to the current challenges, ESDC will not be seeking repayment of unspent funds from fiscal year 2019-20. These funds can be carried over and spent in fiscal year 2020-21. Funding recipients will need to provide a written rationale describing the situation to their ESDC project officer contact.