

Employing Young Talent Incentive
Addendum to Youth Job Connection Guidelines
Effective January 1, 2018

1.0 INTRODUCTION

1.1. Purpose of the Document

This document is introduced as an addendum to the Youth Job Connection (YJC) Service Provider Guidelines currently posted on the Employment Ontario Partners' Gateway (EOPG). The purpose of the document is to provide policy guidance to service providers in delivering the new Employing Young Talent Incentive, which will be launched January 1, 2018. Service provider Transfer Payment Agreements set out the legal responsibility for service delivery, and their provisions prevail.

1.2. Context

The government announced through the 2017 Fall Economic Statement that over the next three years, it will invest more than \$500 million in new initiatives to promote economic growth and lower costs for small businesses.

As part of this work, the government is investing \$124M over three years in new incentives to help small businesses and employers hire and retain youth aged 15-29.

The intent of these measures is to help small businesses better compete, grow and invest, while helping young people find meaningful employment and take their first steps towards building a career.

These incentives will be delivered through the existing Employment Ontario network, specifically, through the Employment Service and Youth Job Connection programs, starting on January 1, 2018.

2.0 DESCRIPTION

2.1 Employing Young Talent Incentive

The Employing Young Talent Incentive supports businesses to retain youth hired through the use of YJC job matching or job placement services. Employers are eligible for up to \$2000. This initiative will begin January 1, 2018 and conclude March 31, 2020.

Eligible employers who have hired a YJC participant through YJC job matching services will receive a \$1,000 payment at three months, followed by an additional \$1,000 payment for retaining the individual for six months.

Eligible employers who have hired a YJC participant after a YJC job placement will receive a \$1,000 payment at three months following the completion of the placement.

This will be followed by an additional \$1,000 payment for retaining the individual for six months post-placement.

Employers may only receive the Employing Young Talent Incentives **once** for the same participant and may only receive up to a maximum of \$50,000 in incentives related to job matches or placement completions between January 1, 2018 until March 31, 2020 to ensure that a range of employers might benefit from these new financial supports. Job matches or placement completions that occur up until March 31, 2020 can be paid until September 30, 2020.

2.2 Employer Eligibility

To qualify for the Employing Young Talent Incentive, the employer must:

- hire the YJC participant for a job that averages at least 20 hours* per week through the Job Matching or following the Job Placement component of the YJC program**;
- retain the hired YJC participant in a job that averages at least 20 hours per week for three months after the employment start-date, if job-matched, or three months after the completion of the job placement to receive the first payment of \$1,000.
- retain the hired YJC participant in a job that averages at least 20 hours per week for six months after the employment start-date, if job-matched, or six months after the completion of the job placement to receive the final payment of \$1,000; and,
- be licensed to operate in Ontario and provide the job in Ontario.

*Exceptions to the minimum hours per week requirement can be made for youth with disabilities who may not have the capability to work an average of 20 hours per week.

**Employers are also required to meet certain service delivery requirements in order to be eligible for the Employing Young Talent Incentive (see Service Delivery Eligibility Requirements section below).

An employer must not:

- refer current employees or individuals it had already planned to hire to an Youth Job Connection provider in order to receive the incentive.
- hire immediate family members, such as spouse, sibling or child.
- be receiving other government funds (federal, provincial or municipal) for employing the same individual.
- use new hires with the Employing Young Talent Incentive to displace existing staff, or replace staff who are on lay-off.
- be an Employment Ontario service provider.

- be a federal or provincial government and/or agency.
- hire the youth through a temporary employment agency, or be a temporary employment agency hiring individuals for the purposes of placing them in temporary positions with other employers.

2.3 Service Delivery Eligibility Requirements

The intent of the Employing Young Talent Incentive is to support businesses to retain youth. To ensure the incentives support youth and employers that are most in need, service providers must only enter into payment arrangements with employers who have made use of the services offered through the Job Matching and Placement component of the program. As indicated above, this includes hiring youth who are participating in the Job Matching and Placement component of the program.

In order to be eligible for receipt of these incentives, employers must have accessed the following job matching services:

- **Need identification** - working with the employer to identify their workforce needs, including supporting employers in identifying the skills and competencies required to perform work.
- **Screening support** – supporting employers in screening and identifying youth participants who may be a suitable match based on their relevant skills, education and interests. Screening support may involve employing approaches such as on-site job shadows and job coaching.

To be considered for receipt of these incentives, the YJC participant being hired by the employer must have accessed the following job matching **or** placement services:

- **Job Matching** - working with employers to determine their workforce needs and to identify program participants with appropriate skills and work interests. Job matching must identify and take into consideration the skills and occupational interests of the individual when identifying potential employment opportunities.

Services involve:

- proactively contacting local employers to seek out employment opportunities;
- identifying clients who are job ready when the work opportunity is available;
- providing guidance and support with respect to general workplace and employer- specific expectations and employer contracts; and,
- facilitating interviews and informational meetings between the participant and employer to secure successful job matches.

Or;

- **Job Placement** - experiential learning opportunities that provide the participant with an opportunity to gauge whether the job is a good fit with their employment interests and goals. Placements also provide participating employers with an opportunity to gauge and evaluate an individual's skills, readiness for employment, and fit with the business. Services involve:
 - working with employers to develop job placements/work experiences that match employers' skills requirements to participants' interests and abilities;
 - assessing the workplace's appropriateness and safety;
 - conducting a job or task analysis to ensure relevant job experience and employment training are provided;
 - regularly monitoring the job placement to ensure both the participant and employer are making progress and meeting commitments, and arrange for changes if necessary.

2.4 Employing Young Talent Incentive and Current YJC Financial Supports

Existing employer incentives offered through YJC will be available for job placements and job matching; however, payment of these incentives would not overlap with the Employing Young Talent Incentive.

- For YJC participants who have been hired by employers as part of a job placement, the Employing Young Talent Incentive would not overlap with existing financial incentives, as they would be paid out post-placement completion.
- For YJC participants who are job matched with an employer and where financial supports are not required, the three and six month retention schedule for payment of the Employing Young Talent Incentive would begin immediately upon hire.
- For YJC participants who are job matched without placement and where the employer or participant requires financial supports, the three and six month retention schedule for payment of the Employing Young Talent Incentive would begin following payment of other YJC financial supports and closure of the participant's service plan.
 - For example; a service provider matches a participant with an employer. To offset onboarding costs such as additional supervision, the service provider negotiates an incentive amount with the employer for a period of two weeks upon hire. After the two week period ends, the service provider closes the participant's service plan and the three and six month retention schedule for the Employing Young Talent Incentive begins.