

Apprenticeship Tools Grant

Frequently Asked Questions (FAQ)

1) What is the Apprenticeship Tools Grant?

Answer: The Apprenticeship Tools Grant is a non-repayable, one-time grant of \$1000 available to new, eligible apprentices to purchase new tools, clothing, and protective equipment for their respective trades.

2) Who is eligible to apply for an Apprenticeship Tools Grant?

Answer: The Apprenticeship Tools Grant is available for new apprentices. A new apprentice includes anyone with 500 or less employer hours of work experience in their trade at the time of their apprenticeship registration.

Other eligibility requirements include:

- work and reside in Nova Scotia
- apply within 90 days of the date on the Apprenticeship Welcome Letter
- be employed full-time (minimum of 35 hours per week)
- be a new, first-time apprentice registered with the Nova Scotia Apprenticeship Agency

3) I completed pre-apprentice training and received a certificate or diploma upon completion and was credited hours at the time of my apprenticeship registration. Am I eligible for the Apprenticeship Tools Grant?

Answer: Yes, you could be. These hours are considered training hours and not employer hours.

4) What types of tools or equipment can be funded through this grant?

Answer: The Apprenticeship Tools Grant is intended for tools, clothing, and protective equipment that are specific to the apprentice's industry or trade and are essential elements required to carry out their work safely and with precision and expertise.

5) How do I apply for the Apprenticeship Tools Grant?

Answer: You can apply by completing an online application form located at the following link and by clicking on "click here to apply". APPRENTICE SUPPORTS | Nova Scotia Apprenticeship Agency (nsapprenticeship.ca).

6) How will I know if my application was received?

Answer: You will receive an email from the Nova Scotia Apprenticeship Agency that confirms receipt of your application.

7) How will I know if my application was approved?

Answer: The Nova Scotia Apprenticeship Agency will notify you when a decision has been made.

8) What personal information will I need to complete my application?

Answer: To complete your online application, you will need to know:

- Your date of birth
- Your direct deposit information
- Your Social Insurance Number (SIN)
- Your contact information including phone, alternate phone, and email
- Your complete address including postal code (mailing / permanent address and civic address if different from permanent address)

9) How will I receive my Apprenticeship Tools Grant if my application is approved?

Answer: The Nova Scotia Apprenticeship Agency will issue your payment via the payment method indicated on your application.

Funds will be paid by direct deposit if you provided your banking information, however, if you did not provide your banking information, a cheque will be mailed to you at the address provided on your application.

10) Will I be required to provide receipts for my purchase?

Answer: No. You will not be required to provide receipts. Please retain your receipts should an audit of your grant be required.

11) Can I apply for multiple Apprenticeship Tools Grants?

Answer: No. You can only receive the grant once. If you start a new apprenticeship in a different trade, you are not eligible to receive a second Apprenticeship Tools Grant.

12) Who do I contact if I have questions about the Apprenticeship Tools Grant program or require assistance completing my application?

Answer: You can contact the Nova Scotia Apprenticeship Agency at:

- Halifax Office: (902) 424-5651
- Toll Free (NS): 1-800-494-5651
- Email: apprenticeship@novascotia.ca