

## AMPLIFY Program: FAQ

- *What is the AMPLIFY program?*

AMPLIFY (Assisting My Potential – Labour Initiative for Youth) is a youth employment program offered by the Community Sector Council Newfoundland and Labrador (CSC NL) in partnership with the Government of Newfoundland and Labrador, Department of Jobs, Growth, and Rural Development (JGRD).

- *What do I need to participate in the AMPLIFY program?*

As long as your organization or business is registered under CADO and WorkplaceNL, meaning you are legally able to act as an employer in Canada, AMPLIFY will consider all applications from nonprofit organizations or private businesses. We tend to place an emphasis on those that serve the community sector rather than private interests, but still welcome applications from all as approval is highly dependent on individual circumstances.

- *How do I apply?*

You can apply for AMPLIFY as soon as we send out a call for Expressions of Interest (EOIs). In order to be notified of upcoming cohorts for CSC NL's AMPLIFY or ASCEND programs, we recommend following our social media pages such as our [Facebook page](#) or subscribing to [our newsletter](#)!

- *When do you hire for the program?*

While the dates may fluctuate a bit each year, AMPLIFY aims to place the majority of youth participants in the summer by the end of June with placements concluding by early-mid September. For the limited fall placements we offer, we aim to place youth participants by the end of September to conclude by Christmas.

- *What's the difference between a Host Organization and an Employer?*

Host Organizations accept resumes of identified youth referrals or identify and recruit other eligible youth and arrange employment for them. Hosts coordinate 8% of the total hours worked for career and personal development training events, and agree to assist CSC NL with monitoring and feedback of the program. As a result of these efforts, Hosts receive an additional fee which calculates to be 15% of the total wage payments for overseeing the placements and career and personal development training.

An Employer, on the other hand, isn't responsible for any of the above. They employ the youth within their organization/business, allow them to participate in the career and personal development opportunities discovered by the Host, and return all tracked paperwork to the Host. The Employer is entitled to 100% of the total wages of the youth including MERC deductions, which is to be paid in its entirety – minus deductions, of course – to the youth.

A Host Organization can also act as an Employer with any youth they find and hire directly, but the roles are still different.

- *Do you assign the youth employees or can we hire our own?*

Youth referrals from [Jobs, Growth, and Rural Development \(JGRD\)](#) or [Social Supports and Well-Being \(SSWB\)](#) are sent to the CSC NL, who will then try to match the youth with Hosts across the province. In these cases, we will send you the youth employees that we would like you to consider hiring. In the event that we have no youth referrals in your area, you can hire a youth employee of your own assuming they meet all of the eligibility requirements for the AMPLIFY program.

- *What are the eligibility requirements for youth participants in the program?*

Youth that are not direct referrals are eligible for the AMPLIFY program if they meet the following conditions:

- 1) They are legally able to work in Canada via citizenship or a permit;
- 2) They are between the ages of 16 and 30; and
- 3) They face one or more employment barriers (*defined below*).

- *I have a youth who's 15, but they'd be perfect if I could hire them. Are they eligible for the program?*

Unfortunately, only youth between the ages of 16 and 30 are eligible for the AMPLIFY program.

- *I have a youth who's 31. Are they eligible for the program?*

Unfortunately, only youth between the ages of 16 and 30 are eligible for the AMPLIFY program. However, if a youth is going to turn 31 *after* the beginning of their employment period, they will still be eligible for the program that year.

- *What if the youth I'd like to hire isn't NEET (Not in Employment, Education, or Training)?*

While CSC NL's [ASCEND](#) program exclusively hires NEET youth, the AMPLIFY program doesn't have the same restriction. However, if a youth is currently a full-time student, they will be unable to work more than 20 hours per week. Education is the top priority for youth participants in AMPLIFY.

- *What is considered an employment barrier?*

AMPLIFY considers any of the following to be an employment barrier:

- did not complete high school on time
- was raised by a single parent or a guardian
- is the first in their family to attend college or university
- is at risk of becoming homeless or have experienced homelessness
- has received government income support or has a family member that has received it (social assistance)
- is pregnant, a parent, a single parent, or a caregiver
- has personally been or has family that has been involved with the justice system
- has difficulty reading, writing, or with numbers
- is an Indigenous youth AND moved to a city or a large town
- has not been employed, in school, or in training for over 6 months
- does not receive financial support from their family
- has been a victim of a crime
- has lived in foster care, a group home, or a facility

- has previously struggled with substance abuse
- lives in a rural/remote community where work opportunities are scarce
- identifies as Indigenous or as a member of a visible minority
- has no previous work experience
- grew up or currently lives in a low-income household; or
- identifies with the 2SLGBTQI+ community

- *What wages are covered in the program?*

AMPLIFY covers 100% of NL's current minimum wage for any hours you are assigned, as well as all related MERC deductions. If you'd like to offer more than minimum wage to a youth, the additional funds will be the responsibility of the Employer.

- *Can youth apply directly to your program? What if I can't find a suitable youth in my community?*

Youth can't currently apply directly to the program. If you can't find a suitable youth in your community, that's okay! We can use the hours elsewhere and it won't affect your funding for future applications with the AMPLIFY programs.

- *How many hours of career development are required?*

8% of the total hours you've been given must be used for career development. We send out a number of virtual learning opportunities every year to supplement what Hosts offer to the youth.

- A youth employed for 200 hours requires 16 hours of career and/or personal development.
- A youth employed for 210 hours requires about 17 hours of career and personal development.
- A youth employed for 245 hours requires 20 hours of career and/or personal development.
- A youth employed for 280 hours requires 22.5 hours of career and/or personal development.

- *Do I need to submit a wage claim biweekly or monthly?*

No – we only require a wage claim form, along with payroll records, for the final wage subsidy, which is provided *after* completion of the youth's placement.

- *What do you require for the initial 90% wage subsidy?*

We require Host Organizations to return all of the following documents before or just after starting a placement in order for us to process your initial 90% wage subsidy:

- Host Terms of Agreement
- Employer Terms of Agreement
- Youth Participant Agreement and Consent Form
- Youth Questionnaire/Intake Form

- *What do you require for the final wage subsidy?*

We require Host Organizations to return all of the following documents after the conclusion of a placement in order for us to process your final wage subsidy:

- Wage Claim Subsidy
- Payroll Records
- Host/Employer Feedback Survey
- Youth Feedback Survey
- Career Development Tracking

- *We need a lot of help at our organization. How many youth can you give us?*

Due to the high demand for the AMPLIFY program, we typically only give out 1 to 2 youth placements each during the summer or fall schedule. Some Host organizations are also unsuccessful in landing placements for a given season, and this is never personal! We recommend to just keep applying whenever we are accepting Expressions of Interest.

- *Do you offer career development opportunities for youth participants, or do Hosts have to find them all?*

AMPLIFY offers several facilitated virtual sessions each season on topics such as Mindfulness, Building Confidence in the Workplace, and Resume Development, to name a few. We also have numerous self-paced, virtual workshops that participants can complete at any time to aid in developing their hours.

- *I have to drop out due to unexpected circumstances. Will this affect my future standing in AMPLIFY if I apply in future years?*

Absolutely not. We try to exercise a non-biased approach to placements every single cohort. With that said, we prefer open communication, honesty, and swift responses in order to make the most of the original hours you've been assigned.

- *I'm having an issue with a youth participant. What do I do?*

Contact someone at AMPLIFY, especially if it's a challenging situation in which immediate action is required. Kyle Wiseman is the current Senior Program Associate and should be able to deal with or provide advice on any situation. You can reach him at 709-327-5268 or at [kylewiseman@cscnl.ca](mailto:kylewiseman@cscnl.ca). You can also contact AMPLIFY directly at [amplify@cscnl.ca](mailto:amplify@cscnl.ca).

- *My youth participant quit unexpectedly. What do I do with the remaining hours given to me?*

Contact someone at AMPLIFY to let us know. Depending on whether it's a youth referral, your capacity, and how the remaining hours have been allotted to other organizations across the province, we will either allow you to hire another youth or award the hours to another organization in order to make the most of them.