



GREEN JOBS INTERNSHIP PROGRAM

Frequently Asked Questions

Q: What is the Green Jobs Internship Program?

A: The Green Jobs Internship Program, funded by Natural Resources Canada, is a wage subsidy initiative for youth between the ages of 15 and 30 (inclusive) in roles in the natural resources sectors, including energy, forestry, mining, and earth sciences.

Q: How much does the Green Jobs Internship Program cover?

A: Clean Foundation will subsidize up to 75% of an intern's salary to a maximum of \$30,000 for an Indigenous youth, a youth living with a disability, or a youth living in a northern or remote community and up to 75% to a maximum of \$24,000 for women and racialized youth.

Q: How long can the internship run?

A: Green Jobs Internship placements can be any length, there is no minimum month requirement. For the 2024-2025 program year, we can cover placements starting April 1, 2024, to February 28, 2025.

Q: What type of organizations are eligible to access funding from Clean Foundation?

A: Employers or hiring organizations can be:

- Legal entities incorporated or registered in Canada, including for-profit and not-for-profit organizations;
- Indigenous organizations (including band councils, tribal councils and self-government entities); or,
- Provincial, territorial, regional, and municipal governments and their departments and agencies.

Q: What are the eligibility criteria for participants in this program?

A: Youth who:

- Are between the ages of 15-30;
- Are Canadian Citizens, permanent residents, or protected persons as defined by the Immigration and Refugee Protection Act;
- Are not currently in school (cannot be on summer or winter break);
- Self identifies as Indigenous, a youth living with a disability, a woman, a racialized youth or a youth who are living in a northern or remote community;
- Are legally entitled to work in Canada; and,
- Are legally entitled to work according to the relevant provincial/territorial legislation and regulations.

Q: When do employer applications open?

A: Employer applications open March 1 and close March 18.



Q: What resources and support can we expect from Clean besides the funding?

A: We will be providing some drop-in sessions for employers on March 7 and 13 2024, to answer any questions that you may have.

Q: When will I know if my application is approved?

A: We plan to inform applicants of their application status by April 1, 2024. All applicants will be notified via email regarding their application status.

Q: How do I calculate my intern's gross salary?

A: The gross salary refers to the overall sum an intern earns before any deductions or taxes are taken out. It includes the employee's base salary or hourly wage for a specific period and includes vacation pay, and the employer's contributions to the Canada Pension Plan (CPP) and Employment Insurance (EI).

Q: How will the new payment structure work?

A: Clean will provide funding as lump sum payments.

- The first installment: 25% of the wage subsidy will be paid within the first 30 calendar days of the intern's start date.
- The second payment: 25% of the wage subsidy will be paid within 90 calendar days of the intern's start date.
- The third installment: 50% of the wage subsidy will be paid at the end of the internship upon receipt of total intern salary and submission of all final reports.

Please note that the subsidy amount is based on the intern's total gross salary and registration responses; we will only be able to cover up to 75% to a maximum of \$24,000.

Q: What provinces does the program run in?

A: The Green Jobs Internship Program is a national program that is open to employers and interns all over Canada.

Q: Am I able to stack funding?

A: The Green Jobs Internship Program allows for 100% stacking, however the below outlined programs are ineligible:

Youth Employment and Skills Strategy (YESS) Partner Programs

- Youth Employment and Skills Strategy Program / Canada Summer Jobs / Goal Getters (ESDC)
- Youth Employment and Skills Program (Agri)
- Housing Internship Initiative for First Nations and Inuit Youth (CMHC)
- Young Canada Works (Canadian Heritage)
- Science Horizons Program (ECCC)
- First Nations and Inuit Youth Employment Strategy and Income Assistance Partnership (ISC)
- Computers for Schools Intern / Digital Skills for Youth (ISED)



- Industrial Research Assistance Program / Youth Employment Program (NRC)
- Young Canada Works / Youth in Operations and Outreach, Indigenous Youth Guardians, Outreach, Provincial Territorial Municipal, Parks Culture & Parks Diversity (Parks Canada)
- International Youth Internship Program (GAC)

Please note you cannot also stack funding with other Green Jobs delivery agents

Q: Can internships be done remotely?

A: Internships can be done remotely in Canada.

Q: What happens if my intern gets fired or quits?

A: In the event that your intern is terminated early, you must provide notice to Clean immediately. The total wage subsidy for early termination will be a maximum of 75% of the actual wages paid. If the intern's final gross salary is less than the total amounts received in the first or second installments, an invoice will be issued to the employer to recover the excess funding.

Any outstanding balance must be paid back to Clean within 15 days by cheque, EFT, or e-transfer to finance@cleanfoundation.ca.

Q: How do I provide proof of salary for my intern?

A: Every month your company will need to upload proof of salary in the form of an attestation letter signed by a chartered professional accountant (CPA), or someone who has signing authority in your organization for the intern.

Q: What type of reporting is required?

A: Both employers and interns are expected to complete reports throughout the internship. Employers and interns each have to complete a short survey after onboarding, a mid-point check-in and a final report that would need to be completed at the end of the internship.

Green Jobs Sectors examples:

Energy Sector

- Clean Energy Technologies
e.g., solar, wind, hydro/wave/tidal, geothermal, biofuels/biomass, nuclear/uranium, carbon capture & storage
- Transmission, Smart Grid & Energy Storage
e.g., technology enabling systems to adapt to renewable energy or further enhance the efficiency and operation of the grid, including power grid, utility services, battery energy storage, and hydrogen fuel-cell systems
- Energy Efficiency, Fuel Switching
e.g., green building design & construction; electrification, cogeneration & systemic energy management; hydrogen, bioenergy, landfill-gas-to-energy, waste-to-energy
- Sustainable Development of Non-Renewable Resources



e.g., enhanced oil recovery, GHG reduction, downhole technology, disaster prevention & clean-up, site closure & remediation

Forest Sector

- Forestry & Support Activities
e.g., Silviculture, reforestation, land-use planning
- Ecology & Management
e.g., forest ecosystem management, including insects, invasive species, wildlife in relation to forest ecosystems
- Non-Traditional Forest-Based Bioeconomy Products Manufacturing
e.g., bioeconomy manufacturing, trade, and value-chain products, including biofuels and biochemicals used in pharmaceuticals and biodegradable plastics
- Solid Wood Product Manufacturing
e.g., primary and secondary manufacturing of hardwood and softwood, including engineered wood products
- Pulp & Paper Product Manufacturing
e.g., manufacturing of products using wood fibres and pulp to create paper and other cellulose-based products

Mining, Minerals, & Metals Sector

- Prospecting & Exploration
e.g., remote sensing, aerial photography, geophysical and ground surveys, sampling
- Construction & Development
e.g., preparation of mine sites & construction of mining facilities, project design and engineering
- Extraction & Milling
e.g., mining operation, mining value from waste
- Processing & Manufacturing
e.g., metals smelting and refining, mineral processing, advanced materials & manufacturing
- Reclamation, Closure, Care & Maintenance
e.g., remediation
- Mining Supply & Services
e.g., providing goods and services predominantly to the mining industry

Earth Sciences & Support Sector

- Environmental Assessment
e.g., geology, hydrogeology, aquatic and land ecology, and/or regulatory support (Species at Risk Act, Fisheries Act, etc)
- Environmental Protection
e.g., natural resource protection and management, cumulative effects, conservation and restoration
- Geomatics & Earth Observation
e.g., surveying, mapping, remote sensing and geographic information systems, land-use changes, habitat modelling
- Natural Hazard Risk Analysis and Prevention
e.g., seismic, terrain, and marine geohazards, including earthquakes, landslides, subaqueous slope failure; as well as climate change and extreme weather hazards, including flooding, sinkholes, wildfires, drought



- Sustainable Development
e.g., development, design, and maintenance of sustainable community projects, including parks, gardens and agriculture; or support for industrial processing, including air, water, and waste management