

Tool Allowance and Apprenticeship Grant Program



Manitoba
Public Insurance

Application Form

Thank you for your interest in the Manitoba Public Insurance Tool Allowance and Apprenticeship Grant Program. Below, you'll find out about the program and how to apply.

Program Information

- A \$5,000 maximum Tool Allowance is available to registered apprentices in either the Motor Vehicle Body Repairer Program or the Motor Vehicle Body Painter Program, offered through Apprenticeship Manitoba.
- A \$2,000 Apprenticeship Grant is also available to registered apprentices in either program for successfully completing each level of the chosen program, to the following maximums:
 - \$8,000 (4 levels x \$2,000 per level) for those in the Motor Vehicle Body Repairer Program;
 - \$4,000 (2 levels x \$2,000 per level) for those in the Motor Vehicle Body Painter Program.
- Successful applicants will receive a cheque by mail. As well, a T4A slip will be mailed in February of the year following the year of payment.
- This program is part of an agreement between the Automotive Trades Association, Manitoba Motor Dealers Association and Manitoba Public Insurance. The program is in effect from January 1, 2010 to December 31, 2013.

How to Apply

Tool Allowance

1. Apply anytime after completing Level One of your program, for tools purchased after January 1, 2010.
2. Fill out all sections of the application.
3. Attach to your application:
 - a copy of your Apprenticeship Registration Card;
 - a copy of your First Level completion letter signed by the Executive Director of Apprenticeship Manitoba;
 - copies of receipts for tool purchases.

Apprenticeship Grant

1. Apply when you complete any level(s) of your program after January 1, 2010.
2. Fill out the application (only Sections 1, 2, and 5 are required).
3. Attach to your application:
 - a copy of your Apprenticeship Registration Card;
 - a copy of your level completion letter signed by the Executive Director of Apprenticeship Manitoba.
Note: You will not receive a completion letter for Level 3 Motor Vehicle Body Repairer. For this level, provide a copy of your technical training report (marks statement) signed by the Registrar of Apprenticeship Manitoba.

Please note, you can apply for both the Tool Allowance and the Apprenticeship Grant on one form, but you must submit a new form for each completed level when applying for the Apprenticeship Grant.

Questions can be emailed to partners@mpi.mb.ca or call (204) 985-7376.

Mail or deliver application package to:

Manitoba Public Insurance
Physical Damage Centre **Attn:** Quality Control
1981 Plessis Road
Box 45064
Regent Postal Outlet
Winnipeg MB R2C 5C7

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Section 1: Personal Information (please print)

Last name _____ First name _____

How do you wish to be addressed? Mr. Miss Mrs. Ms

Social Insurance # _____

Street address _____

City/town _____ Postal code _____

Home phone _____ Work phone _____ Cell _____

I am applying for the:

- Tool Allowance Grant **and/or**
- Apprenticeship Grant

I have completed:

- Level 1 2 3 4 of the Motor Vehicle Body Repairer Program (select one level only)
- or**
- Level 1 2 of the Motor Vehicle Body Painter Program (select one level only)

Section 2: Employment Information

My current employer is _____

Name of contact person _____

Street address _____

City/town _____ Postal code _____ Phone _____

Start date of employment (dd | mm | yyyy) _____ | _____ | _____



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Section 5: Declaration

The information I have provided in this application and supporting documentation is true, accurate, and complete in every respect. If I have given any untrue information, I realize it may disqualify me from this program.

Name of applicant _____

Signature _____ Date _____

Privacy Statement

The personal information you provide in this application is collected under the authority of Section 6(2)(h) of The Manitoba Public Insurance Act and under the authority of Section 36(b) of The Freedom of Information and Protection of Privacy Act. This information will be used to administer the Tool Allowance and Apprenticeship Grant Program.

The information you provide will be used to validate your application, and to administer and enforce the program. You must provide your Social Insurance Number and the other personal information requested on this form before your application for the Tool Allowance and Apprenticeship Grant Program can be considered.

If you have any questions about the collection of your personal information, please contact the Manitoba Public Insurance Privacy and Information Officer at (204) 985-7384 or Box 6300, Winnipeg MB R3C 4A4.

Recommendation and Approval (for office use only)

Apprenticeship Grant

approved in the amount of _____ for Level _____

not approved

Tool Allowance

approved in the amount of _____

not approved

Signature of reviewer _____

Signature of manager _____ Date _____