



COVID-19 Response Plan

Federal Government – Support for Canadians

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Support for Businesses			
Program	Eligibility	Benefit	Action Needed
Canada Emergency Wage Subsidy (CEWS)	<ul style="list-style-type: none"> • Eligible entities include employers of all sizes and across all sectors of the economy, specifically: <ul style="list-style-type: none"> ○ Individuals ○ Taxable Corporations ○ Trusts ○ Partnerships (consisting of eligible entities) ○ Non-profit organizations ○ Registered charities ○ Indigenous government-owned corporations that are carrying on a business, as well as partnerships where the partners are Indigenous governments and eligible employers ○ Registered Canadian Amateur Athletic Associations ○ Registered Journalism Organization ○ Private colleges and schools, including institutions that offer specialized services, such as art schools, driving schools, language schools or flight schools • Public sector entities are generally not eligible • Eligible entities must experience a decline in revenues when 	<ul style="list-style-type: none"> • The rate of the CEWS varies depending on the level of revenue decline, with no minimum reduction, for periods 5 and later; periods 1 to 4 required a decline in revenue greater than or equal to 30% (15% for March 2020) • For periods 1 to 4, the subsidy rate is 75% of eligible employees' remuneration, up to a maximum of \$847/week per eligible employee • For periods 5 to 10, the maximum subsidy rate is 65% (40% base rate + 25% top-up) • For periods 11 to 13, the maximum subsidy rate is 75% (40% base + 35% top-up) • Program includes 100% refund for certain employer-paid contributions to Employment Insurance, Canada Pension Plan, Quebec Pension Plan, and Quebec Parental Insurance Plan • Refund available on employer-paid contributions for eligible employees for each week throughout which employees are on leave with pay, and for employees that employer is eligible to claim CEWS 	<ul style="list-style-type: none"> • Applications opened for the CEWS beginning April 27, 2020 • Eligible entities apply through the CRA's <i>My Business Account</i> • Persons representing a business may apply using <i>Represent a Client</i> • Alternatively, an online application form will be available • Applicants need to calculate the estimated subsidy for their business prior to application • Minister may make information, such as names of employers applying for the CEWS, available publicly • Employers must attest to decline in revenue in order to be eligible for subsidy; significant penalties and interest will apply to fraudulent claims • More details about the CEWS available: <ul style="list-style-type: none"> Department of Finance Canada CEWS CEWS Application Guide



	<p>compared to same month in 2019</p> <ul style="list-style-type: none"> • Eligible entity can elect to calculate revenues using accrual method or cash method; must use same method for all periods • As an alternative to year-over-year approach, employers may compare revenue using an average of revenue earned in January and February 2020, provided on March 15, 2020 they had a business number registered with the Minister for purposes of payroll withholdings • Affiliated groups may compute revenue on a consolidated basis • Special rules provided for entities having 90% or more of their revenues from non-arm's length parties • Eligible employee is an individual employed in Canada by an eligible entity throughout the claim period • For claim periods 1 to 4, employees with 14 or more consecutive unpaid days in the period were excluded; for claim periods 5 and later, those employees may be included in the calculation • Employees laid off and rehired can meet the eligibility criteria can be included if they are rehired and paid before being included in the claim • Whether an employee is active or on leave with pay is determined one week at a time in the subsidy calculator 		
<p>Temporary Wage Subsidy for Employers (TWS)</p>	<ul style="list-style-type: none"> • Limited to following employers: <ul style="list-style-type: none"> ○ A CCPC entitled to a portion of the business limit for the small business deduction in its last taxation year ending prior to March 18, 2020 ○ An individual (other than a trust) ○ A partnership, all members of which are: eligible CCPCs, individuals, partnerships or registered charities ○ A non-profit organization exempt from tax 	<ul style="list-style-type: none"> • Subsidy is determined by: <ul style="list-style-type: none"> • A manual calculation equal to 10% of remuneration paid between March 18, 2020 and June 19, 2020 • Limited to a maximum subsidy amount of \$1,375 per employee, to a maximum of \$25,000 per employer 	<ul style="list-style-type: none"> • Employers reduce their current remittance of federal, provincial, or territorial income tax that would otherwise be remitted to the Canada Revenue Agency (CRA) by the amount of subsidy calculated • Entities eligible for both TWS and CEWS can elect the TWS to be less than 10%; any TWS claimed



	<ul style="list-style-type: none"> ○ A registered charity • Eligible entities qualify provided they: <ul style="list-style-type: none"> • Employ one or more individuals in Canada; • Have an existing business number and payroll program account with the CRA on March 18, 2020; and • Pay salary, wages, bonuses, or other remuneration to an employee. 		<p>reduces amount of CEWS claimable</p> <ul style="list-style-type: none"> • More details about the TWS available: Temporary wage subsidy for employers
Canada Emergency Business Account (CEBA)	<ul style="list-style-type: none"> • Limited to small businesses and not-for-profits who have temporarily reduced revenues due to COVID-19 • Two streams available: (i) Payroll Stream (applicants with employment income paid in 2019 between \$20K and \$1.5M); (ii) Non-Deferrable Expense Stream (applicants with \$20K or less in total employment income paid in 2019) • Every applicant must have: <ul style="list-style-type: none"> ○ a business operating account at a participating financial institution at the time of application ○ a CRA business number • Applicants with payroll lower than \$20,000 must have: <ul style="list-style-type: none"> ○ filed a 2018 or 2019 tax return ○ eligible non-deferrable expenses between \$40,000 and \$1.5 million 	<ul style="list-style-type: none"> • Interest-free loans up to \$60,000 • 33% of loan (max. \$20,000) eligible for forgiveness if balance repaid by December 31, 2022 • Original loan maximum was \$40,000; applicants who received the initial loan are eligible to apply for the \$20K expansion • All applicants have until March 31, 2021, to apply for the \$60K CEBA loan or the \$20K expansion 	<ul style="list-style-type: none"> • Application is through financial institutions • More details about the CEBA available: Government of Canada CEBA
Large Employer Emergency Financing Facility (LEEFF)	<ul style="list-style-type: none"> • Large for-profit businesses (with the exception of financial sector), as well as certain not-for-profit businesses, with annual revenues of \$300 M or higher • Eligible businesses must have significant operations or workforce in Canada, and not be involved in active insolvency proceedings 	<ul style="list-style-type: none"> • Provides bridge financing of \$60 M or more to eligible entities 	<ul style="list-style-type: none"> • Businesses seeking support must demonstrate intention to preserve employment and maintain investment activities • Recipient companies required to publish annual climate-related disclosure reports • More information available: LEEFF Factsheet
Highly Affected Sectors Credit Availability	<ul style="list-style-type: none"> • Small and medium-sized Canadian-based businesses that have seen their revenues 	<ul style="list-style-type: none"> • The guarantee covers amounts ranging from \$25,000 to \$1 M • Loans are low interest bearing with repayment terms up to 10 years 	<ul style="list-style-type: none"> • Government has mandated BDC to provide a guarantee to financial



Program (HASCAP)	<p>decrease by 50% or more as a result of COVID-19</p> <ul style="list-style-type: none"> • Business must have been financially stable and viable prior to current economic situation • Business must have received payments either from the CEWS or the CERS by having demonstrated a minimum 50% revenue decline for at least 3 months (not necessarily consecutive) within the 8-month period prior to date of HASCAP Guarantee application • Loan must be used to continue or resume operations (not for repayment of existing financing) 	<ul style="list-style-type: none"> • Up to a 12-month postponement of principal payments at start of loan 	<p>institutions for 100% of value of new term loan</p> <ul style="list-style-type: none"> • Application is through financial institution (can apply at one institution only) • Applications open at some participating financial institutions beginning February 1, 2021; other participating institutions will deploy program progressively over days that follow • More details and FAQ available here
Business Credit Availability Program (BCAP): Loan Guarantee for Small and Medium-Sized Enterprises (SME) - Export Development Canada (EDC)	<ul style="list-style-type: none"> • Small and medium-sized enterprises • Applies to export sector and domestic companies 	<ul style="list-style-type: none"> • EDC is guaranteeing new operating lines of credit or new term loans to sustain operations in response to COVID-19 • Size of loan or line of credit is determined by financial institution • Support available until June 2021 	<ul style="list-style-type: none"> • Application is through financial institutions • More details available: EDC Loan Guarantee
Business Credit Availability Program (BCAP): Co-Lending Program for Small and Medium-Sized Enterprises - Business Development Bank of Canada (BDC)	<ul style="list-style-type: none"> • Small and medium-sized enterprises directly or indirectly impacted by COVID-19 <ul style="list-style-type: none"> ○ Business must have been financially stable and viable prior to pandemic ○ Financing to be used solely to support operational cashflow requirements ○ Subject to financial institution's credit criteria 	<ul style="list-style-type: none"> • BDC is co-lending term loans to SMEs for operational cash flow requirements • Incremental credit amounts of up to \$6.25 M available through program • Program expanded to mid-sized companies with larger financing needs (up to \$60 M) 	<ul style="list-style-type: none"> • Application is through financial institutions • More details available: BDC Co-Lending Program
Canada Emergency Commercial Rent Assistance (CECRA) for small businesses (closed – program has ended)	<ul style="list-style-type: none"> • Small business tenants paying less than \$50,000 per month in rent and who have temporarily ceased operations or have experienced at least a 70% drop in pre-COVID-19 revenues • Non-profit and charitable organizations are also eligible 	<ul style="list-style-type: none"> • Forgivable loans to qualifying commercial property owners who agree to reduce eligible small business tenants' rent by at least 75% for April, May and June 2020 • Agreement must include a term not to evict tenant • Rent will be covered 50% by CECRA; 25% by property owner; and 25% by tenant 	<ul style="list-style-type: none"> • Application portal opened May 25, 2020 • Significant information required from applicant • Details on application process available: CECRA for Small Businesses
Tax Filing and Payment Deadlines	<ul style="list-style-type: none"> • See here for details on extensions regarding tax filing and payment deadlines 		

Support for Individuals



Program	Eligibility	Benefit	Action Needed
Canada Emergency Response Benefit (CERB) (closed – program has ended)	<ul style="list-style-type: none"> • Available to workers who: <ul style="list-style-type: none"> ○ Live in Canada, who are at least 15 years old; ○ Stopped working because of COVID-19 and have not voluntarily quit their job; ○ Had income of at least \$5,000 in 2019 or in the 12 months prior to date of application; and, ○ Did not earn more than \$1,000 in employment or self-employment income for at least 14 consecutive days in the four-week period of first claim; ○ Did not earn more than \$1,000 in employment or self-employment income for the entire four-week period of each subsequent claim. • CERB is also accessible to seasonal workers who have exhausted their regular EI benefits but unable to undertake usual seasonal work due to COVID-19 and to workers who have exhausted their regular EI benefits but are unable to find a job or return to work because of COVID-19 • Non-eligible dividends count towards minimum \$5,000 income requirement for eligibility; non-eligible dividends also count toward \$1000 income threshold for benefit period 	<ul style="list-style-type: none"> • Provides \$500 per week for up to 28 weeks 	<ul style="list-style-type: none"> • Applications accepted beginning April 6, 2020 • Online or telephone application process • A person must make an application, if eligible, for every four-week period • The application must be made no later than December 2, 2020 • Beginning July 5, 2020, applicants must sign attestation acknowledging the government wants them to work • Guidelines established for days to apply based on birth month • Transitioning from CERB to EI
Employment Insurance (EI) (sickness benefits)	<ul style="list-style-type: none"> • Employees who are: <ul style="list-style-type: none"> ○ Sick, ○ Shortage of work ○ Seasonal or mass lay-offs 	<ul style="list-style-type: none"> • 55% of average insurable weekly earning, up to \$573/week for up to 15 weeks • Available beginning March 15, 2020 	<ul style="list-style-type: none"> • Initial online application; then must call 1-833-381-2725 to waive one-week waiting period • Medical certificate not required
Employment Insurance (EI) (regular benefits)	<ul style="list-style-type: none"> • Employees who lost jobs through no fault of their own (ex. due to shortage of work, seasonal or mass lay-offs) and are: <ul style="list-style-type: none"> ○ Available and able to work ○ Unable to find a job 	<ul style="list-style-type: none"> • 55% of average insurable weekly earning, up to \$573/week for up to 14-45 weeks • Available beginning immediately but must be without work and pay for 7 consecutive days to be eligible 	<ul style="list-style-type: none"> • Apply online within four weeks of last day of work • Must complete bi-weekly reports to prove continuing eligibility • Claims starting March 15, 2020 will have benefits delivered as part of CERB; for details see: Canada - EI



Employment Insurance (EI) (temporary measures)	<ul style="list-style-type: none"> • Canada Recovery Benefit (CRB) for self-employed workers or those not eligible for EI and require income support • Canada Recovery Sickness Benefit (CRSB) for workers who are sick or must self-isolate for reasons related to COVID-19 • Canada Recovery Caregiving Benefit (CRCB) for eligible Canadians unable to work because they must care for a child or family member for reasons related to COVID-19 	<ul style="list-style-type: none"> • CRB to provide \$500 per week for up to 26 weeks • CRSB to provide \$500 per week for up to two weeks • CRCB to provide \$500 per week for up to 26 weeks 	<ul style="list-style-type: none"> • Application process is open <ul style="list-style-type: none"> ○ CRB ○ CRSB ○ CRCB
Canada Emergency Student Benefit (closed – program has ended)	<ul style="list-style-type: none"> • Post-secondary students currently in school, planning to start school in September 2020, or having graduated in December 2019, and have lost work or unable to find work due to COVID-19 • Students currently working but earning less than \$1,000 per month are also eligible if hours have been cut due to COVID-19 	<ul style="list-style-type: none"> • \$,1250 per month from May to August 2020 • Amount increases to \$1,750 per month if student is caring for someone or has a disability 	<ul style="list-style-type: none"> • The program closed for applications on September 30, 2020
Canada Student Service Grant (CSSG) (cancelled – program not implemented)	<ul style="list-style-type: none"> • Participants must be 30 years of age or younger, a Canadian citizen, permanent resident, or a student with refugee status, and either: <ul style="list-style-type: none"> ○ Enrolled in and attending post-secondary education during the spring, summer, or fall 2020 semesters ○ Recent post-secondary graduates (no earlier than December 2019); or ○ Studying abroad and currently residing in Canada • In order for a volunteer opportunity to be eligible, a placement must: <ul style="list-style-type: none"> ○ Be with a not-for-profit organization, which includes registered charities ○ Take place in Canada and support Canada’s response to COVID-19 ○ Be a minimum of 2 hours per week for four weeks ○ Follow all applicable public health requirements 	<ul style="list-style-type: none"> • One-time payment available at five levels, ranging from \$1,000 to \$5,000 • Amount will vary based on number of volunteer hours (\$1,000 for each 100 hours completed, up to a maximum of \$5,000 for 500 hours) 	<ul style="list-style-type: none"> • Post-secondary students and recent graduates must register no later than August 21, 2020, to be eligible for the grant • Completed applications for the CSSG must be submitted no later than November 6, 2020 • Participants may only count hours accumulated from June 25 to October 31, 2020 •
Goods and Services Tax Credit (GSTC) Special payment	<ul style="list-style-type: none"> • Individuals who: <ul style="list-style-type: none"> ○ normally received GSTC and filed a 2018 personal income tax return (T1) 	<ul style="list-style-type: none"> • Maximum amounts for 2019-2020 benefit year will increase from: <ul style="list-style-type: none"> ○ \$443 to \$886, if single 	<ul style="list-style-type: none"> • No application required but must file 2018 income tax return



	<ul style="list-style-type: none"> ○ previously not entitled to GSTC but now are based on family net income (and filed 2018 T1) 	<ul style="list-style-type: none"> ○ \$580 to \$1,160, if married or common-law ○ \$154 to \$306 for each child under age 19 (excluding first eligible child of single parent) ○ \$290 to \$580 for first eligible child of single parent 	<ul style="list-style-type: none"> ● Payments will be issued April 9, 2020 ● May be eligible for retroactive credit if late filing 2018 taxes ● More details on GSTC available: Canada - GSTC
Canada Child Benefit (CCB) Special payment	<ul style="list-style-type: none"> ● Eligible to those who are: <ul style="list-style-type: none"> ○ Living with a child under 18 years of age ○ Primary caregiver to that child ○ Resident of Canada for tax purposes (as well as other criteria related to citizenship /residency status) 	<ul style="list-style-type: none"> ● Eligible recipients will receive \$300 more per child with regular May CCB payment 	<ul style="list-style-type: none"> ● If previously applied for CCB, do not need to reapply ● Otherwise, apply for CCB: <ul style="list-style-type: none"> ○ Register the birth ○ Online through My Account ○ By mail
Old Age Security (OAS) and Guaranteed Income Supplement (GIS) Special Payment	<ul style="list-style-type: none"> ● Seniors eligible for OAS and GIS 	<ul style="list-style-type: none"> ● One-time tax-free payment of \$300 for seniors eligible for OAS ● Additional \$200 payment for seniors eligible for GIS 	<ul style="list-style-type: none"> ● No action required
Registered Retirement Income Funds (RRIFs) Reduction to required withdrawal	<ul style="list-style-type: none"> ● Taxpayers who have monies invested in RRIFs 	<ul style="list-style-type: none"> ● Minimum required withdrawal is reduced by 25% for 2020 only ● Similar rules apply for individuals receiving variable benefit payments under a defined contribution registered pension plan 	<ul style="list-style-type: none"> ● No action required
Tax Filing and Payment Deadlines	<ul style="list-style-type: none"> ● See here for details on extensions regarding income tax filing and payment deadlines 		

