



Driving Back to Work Grant Program Application

The personal information collected is in accordance with section 33 (c) of the Freedom of Information and Protection of Privacy Act (the FOIP Act) (RSA 2000,C.F-25) and will be protected under Part 2 of the Act. Any personal information that is provided in the Driving Back to Work grant Application form will be used for the purpose of administering Alberta Transportation Driver Programs' policies and programs. Should you require further information about the collection, use and disclosure of personal information, please direct your questions or inquires to Driver Programs by phone at 780-427-8901, by mail 4999-98 Avenue NW, Edmonton AB T6B 2X3, or by email at trans.driver.prog@gov.ab.ca.

INSTRUCTIONS

- Complete all form fields.
- Attach all required documents identified in the checklist on the last page of the form.
- Sign and date the form in the declaration section before submitting.
- Email application and corresponding documents to Ballard Group by email at db2w@balladgroup.ca
- If any of the above criteria are not completed, your application will not be processed.

Personal Information

Social Insurance Number (SIN)	Date of Birth yyyy-mm-dd	Alberta Driver Licence Number	MVID Number *
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

*The MVID is a 9-digit number found on the front of your Alberta driver's licence near the barcode.

First Name	Last Name
<input type="text"/>	<input type="text"/>

Full Mailing Address (Where you want your mail sent)

City/Town	Province	Postal Code
<input type="text"/>	Alberta	<input type="text"/>

Phone	Email Address
<input type="text"/>	<input type="text"/>

This grant is only eligible to Albertans who are Canadian citizens, Permanent Residents, or refugees who are legally entitled to work and train in Canada.

Status in Canada (select one):

- Canadian Citizen Permanent Resident Protected Person (e.g. convention refugee)

Effective Date mmm-dd-yyyy

Do you grant permission to the Government of Alberta to share your contact information with industry groups for the prospects of future employment?

Yes

No

Driver Licensing Information

This grant is only eligible to Albertans who have a non-probationary Alberta driver's licence (e.g. graduated from the Graduated Driver Licensing program), have no medical conditions affecting their ability to drive a commercial vehicle safely, and a safe driving record.

Please indicate what type(s) of Alberta driver's licence(s) you currently hold:

- Class 1 Class 2 Class 3 Class 4 Class 5

Do you have any medical conditions that affect your ability to drive?

Yes

No

Do you have a three-year driving abstract without any demerit offences, suspensions, or cancellations?

Yes

No

Employment Information

This grant is only eligible to Albertans who are unemployed or underemployed which is defined as working less than an average of 29 hours per week for a year.

What is your current employment status? Select one.

<input type="checkbox"/> Employed Full-Time	<input type="checkbox"/> Employed Part-Time	<input type="checkbox"/> Self-Employed	<input type="checkbox"/> Unemployed
<input type="checkbox"/> Off work due to strike or lockout	<input type="checkbox"/> On Medical Leave	<input type="checkbox"/> On Compassionate Leave	<input type="checkbox"/> On Maternity/Parental Leave

Please select an option below that best describes the industry you currently or most recently worked in.

<input type="checkbox"/> Accommodation and food services	<input type="checkbox"/> Agriculture	<input type="checkbox"/> Arts, entertainment, and recreation	<input type="checkbox"/> Business, finance and insurance	<input type="checkbox"/> Construction
<input type="checkbox"/> Educational services	<input type="checkbox"/> Forestry	<input type="checkbox"/> Health care and social assistance	<input type="checkbox"/> Publishing and broadcasting	<input type="checkbox"/> Manufacturing
<input type="checkbox"/> Mining and quarrying	<input type="checkbox"/> Oil and gas	<input type="checkbox"/> Public service/administration	<input type="checkbox"/> Real estate	<input type="checkbox"/> Retail and sales

Trades Utilities Other (please specify):

How many hours do/did you work each week on average? 1 - 9 10 - 19 20 - 29 30 - 39 40 - 50 51+

What is/was your annual wage or salary, before deductions, at your current or most recent place of employment? \$

Is/was your current or most recent employment permanent, temporary, or seasonal?

- Permanent – a job that does not have a predetermined or set end date.
- Temporary – a job that has a predetermined or set end date or is expected to end as soon as a project is completed.
- Seasonal – a job that employs individuals to perform services on a seasonal basis (e.g. gravel or snow hauling, harvest or planting seasons).

If you are currently not working, select the response that best describes your reason for leaving your most recent place of employment:

- | | | | |
|--|---|---|--|
| <input type="checkbox"/> Laid Off | <input type="checkbox"/> Dismissed or Fired | <input type="checkbox"/> Quit | <input type="checkbox"/> Resigned due to Family Responsibilities |
| <input type="checkbox"/> Project or Assignment Ended | <input type="checkbox"/> Company Sold or Closed | <input type="checkbox"/> Medical Reasons | <input type="checkbox"/> Leave of Absence |
| <input type="checkbox"/> End of Seasonal Job | <input type="checkbox"/> Strike or Lockout | <input type="checkbox"/> Maternity/Parental Leave | <input type="checkbox"/> Return to Training |
| <input type="checkbox"/> Retired | | | |

Commercial Driving Career Information

This grant is only available to those looking to pursue a career as a commercial truck or bus driver.

Do you have any previous experience working in a job that involved the transportation of goods or passengers? (e.g. driver, mechanic, equipment operator, dispatcher, administrator, logistics manager, warehouse loading/unloading, etc.) Yes No

If yes, how long did you work in this job?

Truck drivers operate trucks, tractor-trailers, and similar vehicles to transport goods or materials often over long distances. Are you seeking a career as a transport truck driver? Yes No

Are you seeking a career as a bus driver? Yes No

Source of Income Information

Grantees must be able to pay for program requirements not funded by the grant and their living expenses while taking training.

Do any of the following criteria apply to you?

- You are actively receiving regular Employment Insurance (EI) benefits.
- You received regular EI benefits in the last 60 months.
- You are not currently eligible for EI, but paid EI premiums in at least 5 of the last 10 years that did not entitle you to a refund.

What is your current primary source of income? Select one.

- | | | | | |
|---|--|--|---|---|
| <input type="checkbox"/> EI – Regular | <input type="checkbox"/> EI – Maternity | <input type="checkbox"/> EI – Parental | <input type="checkbox"/> EI – Medical | <input type="checkbox"/> EI – Compassionate Care |
| <input type="checkbox"/> Provincial Income Support - Expected to Work | <input type="checkbox"/> Provincial Income Support - Barriers to Full Employment | <input type="checkbox"/> Provincial Income Support - Full-Time Learner | <input type="checkbox"/> Student Loan/Grant | <input type="checkbox"/> Band Funding |
| <input type="checkbox"/> Assured Income for the Severely Handicapped (AISH) | <input type="checkbox"/> Worker's Compensation Pension | <input type="checkbox"/> Retirement Pension (non-government) | <input type="checkbox"/> Disability Pension | <input type="checkbox"/> Spouse, Parents, Family or Friends |
| <input type="checkbox"/> Employment | <input type="checkbox"/> No Income (e.g. using savings) | | | |

Are you able to cover the costs associated with program requirements not covered by the grant? (e.g. knowledge test, travel expenses as applicable) Yes No

Are you able to financially support yourself and any dependents while attending training? (e.g. living expenses) Yes No

Driver Training Information

This grant is only available to those who are ready, willing, and able to take training. If your application is approved you will be assigned to a licenced driver training school as close to your location as possible, based on capacity to begin training shortly. Travel and accommodation costs to attend training are not covered by the grant.

Are you able to attend driver training in-person (approximately 30 hours per week) continuously for approximately eight (8) weeks from your approval date? Yes No

Are there any limitations that impact when you can attend training? Yes No

Are you willing and able to attend a training program in another city or town if training is not available at your location? Yes No

If yes, how many kilometers from your mailing address are you willing to travel to attend training? KM

Which type of Class 1 Mandatory Entry Level Training (MELT) do you wish to take?

- 113 hour Class 1 MELT Program
- 40 hour Experience and Equivalency Class 1 MELT Program (for drivers with at least 24 months of experience driving a single motor, three-axle commercial vehicle). Note: Class 1 driver's licences earned through this program may not be transferable to other Canadian jurisdictions where MELT is

required and may not be allowed to drive commercially in other Canadian jurisdictions in the United States, in the future.

Would you be interested in taking the classroom portion of MELT through an online e-course, if available? Yes No

Would you be interested in taking the in-yard and/or in-vehicle portion of MELT through a virtual simulator, if available? Yes No

Education Information

What is the highest level of formal education that you have completed? Select one.

<input type="checkbox"/> Post-Secondary Education (e.g. Degree, Diploma)	<input type="checkbox"/> Trades Qualification (e.g. Journeyman, Apprentice)	<input type="checkbox"/> Adult Upgrading (e.g. GED, ESL)	<input type="checkbox"/> Grade 12 Education (e.g. high school diploma)	<input type="checkbox"/> K-11 Education (e.g. completed some grades)
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Identity Information

Gender	Marital Status
<input type="checkbox"/> Female <input type="checkbox"/> Male <input type="checkbox"/> Gender X <input type="checkbox"/> Prefer not to report	<input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Partner <input type="checkbox"/> Separated <input type="checkbox"/> Divorced <input type="checkbox"/> Widowed

Do you have any dependants? (i.e. an individual who lives in the same household as the applicant and for whom they have caregiving responsibilities, such as an adult with a disability or children under the age of 18. Yes No

If yes, how many dependents do you have?

Do you identify as being any of the following?

- A person with a disability (i.e. physical, mental, sensory, intellectual or learning impairment which may impact labour market participation).
- A visible minority (i.e. a person, other than indigenous, who is non-Caucasian).
- An Indigenous person (i.e. First Nations, Métis, or Inuk and/or Registered or Treaty Indian and/or being a member of a First Nation or Indian Band.
If you identify as Indigenous, select one of the following: Status Non-Status Métis Inuit
- An immigrant (i.e. a landed immigrant, such as a person with Permanent Resident status, who has been granted the right to live in Canada permanently by immigration authorities).

Year of Landing:

Language Preference: English French

Registration Declaration

I understand that my personal information may be disclosed to an authorized employee, agent or contractor of the Government of Alberta or the Government of Canada to assist in determining my eligibility for training and employment programs and services; to monitor, assess and evaluate the effectiveness of services provided and to evaluate the results of provincial programs.

I confirm that the information I have shared is accurate and will advise the Government of Alberta if there are any changes to the information provided in the application form within 5 business days.

I confirm that I consent to:

- having my name and amount of grant posted on the Government of Alberta's website.
- having my name and email address posted on the Government of Alberta's website after I obtain a Class 1 driver's licence so that employers can contact me about job opportunities.
- receiving a T4A slip (statement of pension, retirement, annuity and other income) and reporting this information when filing income taxes.

Date yyyy-mm-dd

Printed Name

Signature

Application Checklist

In order for your application to be processed, you must include:

- A three-year driving abstract.
- One or more documents to verify your employment status, including one of the following:
 - A Record of Employment from Canada Revenue Agency dates within the last 12 months.
 - A T4 dated within the last 12 months.
 - All pay stubs from the last 12 months.
 - An employment verification from your employer.
 - Documentation indicating currently receiving Employment Insurance, if applicable.
- If you have any medical conditions that affects your ability to drive, a Medical Examination for Motor Vehicle Operator's form signed by a physician or nurse practitioner.
- If you wish to participate in the Experience and Equivalency Class 1 MELT Program, documentation verifying at least 24 months of commercial driving experience of large, three-axle vehicles, is required and outlined on the Experience and Equivalency application form.
- Signed and dated application form.

Staff Use Only

Pre-approved, moved to interview Declined, applicant informed Incomplete, applicant informed