



## Notice to Members re NLTA Substitute COVID-19 Relief Grant Fund

April 6, 2020

On March 16, 2020 it was announced that in-school classes for the K-12 public school system would be suspended immediately and that work-from-home protocols and directives would be put in place. Throughout this public health emergency, the NLTA's position has been that the health and safety of our members and students is paramount. The Association has also advocated that work-from-home protocols and directives must be flexible and respectful of the professional judgement of teachers and administrators.

The Association is keenly aware that the suspension of in-school learning has a profound financial impact on our members who work as substitute teachers and substitute teaching and learning assistants (TLAs).

Your Association has been actively engaged with both the federal and provincial governments to advocate for the provision of supports for our substitute members as quickly as possible, and these efforts are ongoing. The NLTA continues to provide relevant information to the membership as soon as we are able, and to assist and work with individual members regarding eligibility for Employment Insurance (EI) benefits and the newly created Canada Emergency Response Benefit (CERB). In addition, the NLTA has lobbied for the immediate provision of Records of Employment (ROEs) for our members.

Unfortunately, the availability of financial support through EI and the CERB will not be immediate, nor will it be available to all of our members. As a result, the NLTA Provincial Executive has established a \$1.56 million relief grant fund for substitute teachers. This fund has been created to provide financial support through a one-time relief grant payment of \$625 to substitute teachers and substitute TLAs who meet the following eligibility criteria:

- Worked at least one day as a substitute since September 1, 2019; OR
- Hold a part-time permanent or term/replacement contract and have also worked at least one day as a substitute since September 1, 2019; OR
- Have not worked as a substitute since September 1, 2019 but hold a full-time or part-time term/replacement contract that has ended or will end before the end of the 2019-20 school year and the teacher/TLA planned to work as a substitute after the end of their contract; OR
- Expecting to return to active substituting during the 2019-20 school year but were unable to work as a substitute since September 1, 2019 because:
  - Participating in a full-time education program; or
  - On parental/maternity/adoption leave; or
  - Illness; AND
- Not in receipt of a pension.

In all circumstances, in order to be eligible for the one-time relief grant payment, members must be in good standing with Association dues paid and up-to-date as of March 31, 2020, in accordance with NLTA by-laws.

To apply for the relief grant you will need your Employee ID number along with the necessary banking information. Depending on your circumstances, other information may be required to confirm eligibility. Payments will be made by direct deposit only. *The Association's tax advisors have concluded that payments from this Fund, as established, meet the definition of a "Relief Grant" and that the one-time payment is therefore not required to be reported as earnings for EI or income tax purposes.* If you have any questions regarding this program, please submit your inquiry via email to [mail@nlta.nl.ca](mailto:mail@nlta.nl.ca).

Submit your application here: <https://lfweb.nlta.nl.ca/Forms/relief>

The Association is pleased to be able to provide support through this Relief Grant Fund. It is an example of how the whole membership, through our collective efforts, can offer some assistance to those among us who are facing economic hardship during these challenging times.

Dean Ingram  
President