# Apprenticeship Capital Grant Employer Support Letter Template

[Insert company letterhead]

Date:

The Ministry of Labour, Immigration, Training and Skills Development (MLITSD) recognizes the need for Training Delivery Agents (TDAs) to update their equipment and facilities to deliver relevant, high-quality in-class training in support of the workplace-based portion of Ontario’s apprenticeship programs. The Apprenticeship Capital Grant (ACG) provides eligible TDAs the opportunity to acquire state-of-the-art equipment, update facilities, and support increased apprenticeship completions.

[Insert TDA name] is submitting a project to MLITSD under the ACG Call for Proposal program supporting the following primary trade(s) [insert trades] in [insert sector] sector.

The project is for [insert project description], at [insert site] site, and is expected to begin in [insert date].

We acknowledge our support for this project and will be assisting this TDA through the following: [describe how you are supporting this TDA with the project, which can include but is not limited to in-kind contributions or funding contributions].

[Insert name and title]

Name, Title

[Insert signature]

Signature