Instructions and criteria for granting the City of Rauma's summer job voucher 2027

Who can apply for a summer job voucher?

- Summer job vouchers will be granted to young people born between 2006 and 2011 who are residents of Rauma, or students originally from Rauma who move to Rauma to live and work during the summer 2027.
- International students born between 2002 and 2011 who live and study in Rauma.
- The young person's municipality of residence must be Rauma for the duration of the employment.
- A young person is not eligible for a summer job voucher if they are employed by the City of Rauma during summer 2027 or participate in a summer entrepreneurship programme supported by the City of Rauma.
- In unclear cases, the City of Rauma will interpret the eligibility criteria.

Who can be an employer?

- The employer is a small business based in Rauma with fewer than 50 employees, or an association.
- The business has a permanent place of business in Rauma, even if its registered office is located elsewhere.
- The employer has a Finnish business ID (Y-tunnus).
- A summer job voucher cannot be granted if:
    - The employer is a private individual, local authority, the state, a parish or a wellbeing services county.
    - A farmer hires a substitute to cover their annual leave.
    - The company applying for the grant has tax arrears or payment defaults. In such cases, the employer must submit a tax debt certificate and a statement regarding any payment defaults before a decision on the grant can be made.
- In unclear cases, the City of Rauma will interpret the eligibility criteria.

Requirements for employers using the summer job voucher

- The value of the summer job voucher is 480 euros and is paid to the employer retrospectively against supporting documents.
- Each young person may receive one voucher.
- Employment arranged using the summer job voucher must last at least four weeks, with a minimum of 30 working hours per week (6 hours per day plus a 30-minute lunch break per day, totalling 120 working hours). The working hours may also be spread over more than four weeks, for example 15 hours per week for eight weeks (120 hours in total).
- The employment must take place between 1 May and 31 August 2027.
- The young person must be paid in accordance with the applicable collective agreement. For the minimum employment period specified in these criteria, the wages must total at least €900.
- The employer selects the employee and is responsible for fulfilling all employer obligations. If the employer uses a temporary employment agency to hire the young person, the application must also include the details of the agency acting as the employer. The young person cannot invoice for the work as a light entrepreneur, as this would not constitute an employment relationship as defined in the subsidy eligibility criteria.

Submitting a tax clearance certificate and obligation to provide information

- All employers applying for the summer job subsidy must submit a valid tax clearance certificate to the City of Rauma through the online application service before the subsidy is granted and the subsidy agreement is confirmed. Submitting the certificate is a prerequisite for granting the subsidy, regardless of whether the employer has outstanding tax liabilities.
- The City of Rauma has the right to assess whether the conditions for granting the subsidy are met on the basis of the submitted tax clearance certificate and any other information required for processing the application, in accordance with the applicable legislation and eligibility criteria. The employer is responsible for providing the requested information and documentation and for ensuring that the information provided is accurate and up to date. If the tax clearance certificate or any other required documentation is not submitted, the subsidy cannot be confirmed until the documentation has been provided and the eligibility conditions have been assessed.

De minimis -aid

- The granting of the summer job subsidy is subject to EU state aid rules. For companies and other entities engaged in economic activity, the grant is awarded as de minimis aid. A maximum of €300,000 in de minimis aid may be granted over any three-year period.
- When completing the electronic application form, the employer must declare any de minimis aid previously granted to the company and confirm that the total amount of de minimis aid

granted by different bodies (including ministries, government agencies, Business Finland, Finnvera plc, municipalities, cities and regional councils) does not exceed the maximum amount stated above. The employer is responsible for the accuracy of the information provided and must, upon request, provide the City of Rauma with further details of the de minimis aid received.

- The City of Rauma will record the summer job subsidies granted to companies and other entities engaged in economic activity, as well as any differences between the amount of aid granted and the amount paid, in the EU eAid Register.
- If the summer job subsidy has been granted or paid on the basis of incorrect or incomplete information, or if it has been granted in breach of the applicable state aid rules, the City of Rauma may recover the subsidy in accordance with the applicable regulations and the City's terms and conditions.

Applying for a summer job voucher (young person)

- Young people apply for a summer job voucher by completing the online application form available at www.rauma.fi/kesatyosetelit.
- The application period will remain open until all vouchers have been allocated, but no later than 31 May 2027. Vouchers are reserved in the order in which applications are received.
- Young people must provide their own personal, active email address. Please do not use someone else's email address, such as a parent's.
- Once the application has been processed, a notification will be sent to the email address provided by the young person.
- A summer job voucher reservation is valid for three (3) weeks at a time. If you do not find a summer job during the three-week reservation period, the reservation will expire, and you will be moved to the waiting list.
- If there are more applicants than available summer job vouchers, a waiting list will be created. Applicants on the waiting list will also be notified by email. New reservations and waiting list positions are confirmed once a week.
- Summer job voucher waiting list:
    - The waiting list includes people who did not find a summer job during the three-week reservation period, as well as people who were not allocated a summer job voucher.
    - If there are more applicants than available summer job vouchers, the young person's application will automatically be placed on the waiting list.
    - People who did not find a summer job during the three-week reservation period will be moved to the waiting list.
    - The waiting list is rolling.

- Available vouchers are reviewed every three (3) weeks. You will receive a separate email notification if a voucher becomes available for you. Remember to check your spam folder as well.
- If you do not receive an email, this means that you are still on the waiting list. More detailed information about your position on the waiting list cannot be provided, as the availability of vouchers is constantly changing.

What should I do once I have received a summer job voucher? (young person and employer)

- Look for summer jobs and contact companies, associations or other employers that interest you. Please note the restrictions listed under "Who can be an employer?"
- Once you have found and secured a suitable job, complete the online form together with your employer. You will receive a link to the form when your voucher reservation is confirmed. Make sure to submit the form by the date on which your voucher reservation expires. The employer must attach a valid tax clearance certificate for the company to the form. If the employer uses a temporary employment agency to hire the young person, the application must also include the details of the agency acting as the employer.
- Once the employer's form has been processed and approved, the summer job subsidy agreement and the summer job voucher will be sent to the employer by email. The young person for whom the voucher has been reserved will also receive a notification. Further instructions, including how to apply for payment, will be sent to the employer along with the voucher.
- Sign a written employment contract with your employer before the summer job begins. Remember to give your employer your tax card and bank account number.
- After the summer job period, the employer will issue you a certificate of employment and send the required attachments to the City as part of the payment application.

Applying for payment (employer)

- The employer must apply for payment of the summer job subsidy in accordance with the instructions no later than 30 September 2027. Instructions will be sent to the employer by email once a month during the summer, starting in June, until the payment application has been submitted (up to the end of September). Payment applications will not be accepted after 30 September 2027.
- The payment application must include:
  - The company's bank account number

  - The certificate of employment
  - Payslip(s)
  - If the employee's wages are paid through a temporary employment agency, the agency's invoice must also be attached. The invoice must show the young person's name and the number of hours invoiced. The subsidy is paid to the company where the young person works.
- The payslip must include:
  - The employer's name, Business ID and contact details
  - The employee's details
  - The number of hours worked
  - The wages paid
  - The employer's social security contributions paid
  - The date on which the wages were paid
  - The payslip must show that the required 120 hours of work have been completed and that the wages have been paid in accordance with the eligibility criteria.
- In unclear cases, the City of Rauma will interpret the eligibility criteria.