

**ONTARIO SELF-EMPLOYMENT BENEFITS (OSEB)
BUSINESS PLANNING 2012-13
FREQUENTLY ASKED QUESTIONS**

1. What is happening with Subcontracting?

There has been no change with Subcontracting. For 2012-13, Coordinators must articulate in the Business Plan Template 1, Section D what activities and responsibilities they will subcontract.

The subcontracted activities will be indicated in the agreement because the approved Template 1 will be attached as Schedule E of the agreement.

2. You mentioned in the covering memo about individual follow up, how will the OSEB coordinators conduct this?

A manual reporting template will be provided to the OSEB coordinators in 2012 to complete quarterly. Coordinators will be asked to submit the participant name, SIN, and drop down responses at outcome intervals (exit, 3, 6, 12).

This activity is similar to the follow up activity that is completed for the success outcomes, but instead of being aggregate it will be recorded individually.

Instructions will be provided to the OSEB coordinators along with the template.

3. I would like to propose a new component to our current activities, where OSEB participants are mentored by local business owners. Can this be included in my 2012-13 business plan?

We are asking that the OSEB coordinators deliver the same activities as negotiated in their 2011-13 agreement; there are no additional or new activities to be proposed in Template 1.

Minor changes to the activities can be discussed and negotiated, such as changing a workshop topic.

4. Is there any flexibility with client target numbers? Especially if we are not going to meet our current year targets.

We are requesting that commitments and targets remain the same as 11/12. If your organization has not been meeting their targets, this should've been identified in your QSRT (Quarterly Statistical Reporting Template) and Narrative Report. Have a discussion with your current Employment and Training consultant about your concerns to see if any minor activity adjustments can be made.

5. Who should I contact if I have any questions about the Business Plan documents?

If you have any questions regarding the Instructions or Template 1 or 2, please contact your local MTCU office or Employment and Training Consultant who has been designated to your current agreement.

6. Last year we sent two copies of the business plan (electronic and hard copy) to the Ministry, what has changed this year?

This year, OSEB coordinators need to send one electronic copy with a scanned copy of signatures of their Business plan to the Ministry. If unable to scan, the signatory page can be faxed or mailed to the Ministry. Please consult your local MTCU office or Employment and Training Consultant if you have any questions about the submission process

7. What is happening with OSEB in 2013-2014?

MTCU is always looking to see how to improve the effectiveness and efficiencies of our programs and services. At the moment, there are no changes planned for OSEB for 2013-14; however Coordinators will be notified if any future program development or changes are planned.