

MEMORANDUM

TO: Apprenticeship Enhancement Fund Program (AEF) – Training Delivery Agents

FROM: Jacqueline Cureton, Director
Program Delivery Support Branch Employment and Training Division
Ministry of Advanced Education and Skills Development

DATE: November 2, 2017

SUBJECT: Apprenticeship Enhancement Fund (AEF)
Quarterly Status and Adjustment Report/Appendix A

As part of the Ministry's ongoing efforts to reduce program administration, I am pleased to highlight that the new AEF QSAR/Appendix A Report template is now available at the Employment Ontario Partners' Gateway. You will notice that the new AEF QSAR/Appendix A Report template combines two previously separate reports into a single report. This report is available on the EOPG.

By listening to our delivery partners, the Ministry continues to introduce changes which aim to balance accountability with streamlining reporting requirements.

As you are likely aware, the AEF QSAR/Appendix A Report is part of the program's monitoring requirements and must be completed quarterly. The report will provide the Ministry with an update on the progress of the approved project and related expenditures.

If you have any questions, please contact your Employment and Training Consultant.