
Canada-Ontario Job Grant Training

March 2018

Program Delivery Support Branch

Employment and Training Division
Ministry of Advanced Education and Skills Development

Training Agenda

This session on COJG will provide training and updates on the following program details:

1. 2018/19 Guideline Changes
2. COJG Consortium Stream
3. COJG Pilots Wind-Down
4. Implementation Timelines and Key Dates
5. Agreement Update and Payment Schedule Changes
6. Questions and Answers

Program Contribution Changes

The following changes have been made to the program and are effective April 1st, 2018:

- The definition of “small employers” has been expanded to include firms with 1-99 employees, which aligns with other federal and provincial definitions.
- Access will be expanded by providing higher levels of support for small businesses by decreasing the contribution requirement from 1/3 to 1/6, and eliminating the “in-kind” contribution requirement.
- Contribution requirements will increase for large employers (100 or more employees) from 1/3 to 1/2, to offer a more balanced approach to cost-sharing between government and employers who have greater capacity to invest in their workforces.

New Consortium Stream

Effective April 1, 2018, a renewed focus on consortium applications will be implemented:

- This stream will be delivered by Ministry staff who will review and assess COJG consortium stream applications
- Administrative support funding will be introduced for organizations who act as intermediaries of consortium-based training, coordinating and managing training agreements with the ministry.
- An intermediary is an organization that is the holder of the legal agreement with the ministry and would be accountable for all activities and outcomes.
- Intermediary organizations are eligible for 15% of the **ministry contribution** for administrative funding
- Training providers may act as intermediary but are not eligible for the administrative funding

Consortium Stream Intermediaries

Examples of organizations that are eligible to perform the role of intermediary include:

- Industry Associations;
- Sector Councils;
- Union and Union Training Hall / Management Partnerships;
- Local Employment Planning Councils and Local Boards;
- Local Economic Development Organizations; and
- Public / Private Training Institutions

Employment Service and COJG service providers are **ineligible** to act as intermediaries for the consortium stream:

- The ministry has organizations in place to support workforce development
- The intermediary role is an opportunity to further utilize the capacity of these organizations throughout the province
- Along with the other groups listed above, the consortium intermediary role has the eligibility criteria to support the strategic priorities of the consortium stream

Consortium Stream Intermediaries

In this role, some of the responsibilities of the intermediary could include:

- Support employers to identify training needs
 - While a consortium may approach the ministry with a general training need, employers may require further assistance with customizing general training to the needs of their respective business and employees.
- Training agreement preparation and administration
 - Financial administration related to the training agreement(s) (e.g., processing invoices, issuing payments, managing ministry funding and employer contributions, etc.).
 - Trainee Registration

COJG Pilots Wind-Down

The ministry is winding-down the COJG pilots effective March 31, 2018:

- The Upskill pilot and associated training activities ended on September 30, 2017 as per the UpSkill CFP.
- The ministry will stop accepting applications for the Customized Training pilot on March 31, 2018.
- All training and follow-up activities that are required as per the Pilot agreements will be delivered to meet contractual requirements
- Employers and trainees who have similar skills training gaps to those supported through the pilots will be covered through other training programs

Implementation Timelines

Changes to the COJG program will be implemented following the timelines outlined below:

- March 31, 2018: Last day to submit applications and be considered for 2017/18 program criteria and contribution amounts
- April 2, 2018: First day applications can be submitted and assessed under the 2018/19 guidelines. Updated COJG application will be posted
- April 2 to 20, 2018: Applications submitted on or before March 31 are to be assessed and approved. Applications submitted after April 2 will be able to be viewed in EOIS-CaMS but not approved during this time
- April 21, 2018: First day applications submitted on April 2 or after can be approved, denied or forwarded in EOIS-CaMS

Key Implementation Info

- Applications that are submitted after March 31, 2018 are not eligible to receive the 2017/18 contribution rates
- Applications submitted before April 1, 2018 are not able to receive 2017/18 contribution rates if they are approved after April 20, 2018
- Service providers will have until April 20, 2018 to work with employers to assess these applications
- If these applications are not approved by April 20, 2018 the employer will need to re-submit with the new 2018/19 application form with the new contribution rates

Key Implementation Info

- Service providers need to set a deadline for assessment when working with employers who have incomplete applications in order to meet the April 20 date.
- No extensions are possible past April 20, 2018 for 2017/18 contribution rates
- Service providers are able to complete assessments outside of the system and complete the Reasonability Checklist in EOIS-CaMS during this period for applications submitted after March 31, 2018
- If an application is submitted after March 31, 2018 and training begins before April 21, 2018, service providers can retroactively input training dates following approval
- Further information and clarification on these dates can be found in the Qs & As

Payment Schedule Changes

- For the 2018/19 fiscal year, changes have been made to the payment release schedule
- Agreements will now have a 30% holdback instead of the previous holdback amount of 15%

2017/18 Guideline Changes

COJG saw significant changes implemented during the 2017/18 fiscal year. These changes included the eligibility of product vendor's to provide training changing.

- As a reminder, for the purpose of the Canada-Ontario Job Grant, product vendor training is defined as any training where the vendor is involved in the creation/sale of the product and is also conducting the training.
- Product vendors remain ineligible to provide training on how to use or operate a product they sell or create
- They are eligible to provide training on any other topic that is not related to the use or operation of the product
- No changes to this policy are being made for the 2018/19 fiscal year

Appendix A: Chart of Key Dates

	Dates	Description
COJG applications considered under 2017-18 program criteria and contribution amounts	March 31, 2018	Last day for employers to submit COJG applications and receive 2017-18 contribution amounts
	April 2 to April 20, 2018	Applications submitted on or before March 31 can be assessed and approved in EOIS-CaMS. Service plans linked to these applications will follow 2017-18 criteria throughout their system lifecycle.
	April 21, 2018	System enforced rejection. If application is not approved by April 20, the employer is no longer eligible for 2017-18 criteria and must submit a new 2018-19 application.
COJG applications considered under new 2018-19 program criteria and contribution amounts	April 2, 2018	First day applications can be submitted and assessed under 2018-19 program criteria and contribution amounts.
	April 2 to 20, 2018	Applications submitted on or after April 2 will be viewable in EOIS-CaMS, but cannot be approved, forwarded or rejected during this time. Reasonability Checklist is accessible in the system for these applications. Application assessment can be completed outside of the system during this time.
	April 21, 2018	Applications submitted on or after April 2 can be approved in EOIS-CaMS.