

TEMPLATE MEMO for Service Providers

To be shared with COJG employers via Service Providers

Date XX

Dear Employer,

The Canada-Ontario Job Grant (COJG) provides an opportunity for you to invest in your workforce, with financial support from the provincial and federal governments.

Over the past several months, the Ministry of Advanced Education and Skills Development (MAESD) has sought feedback from employers who have accessed the program. These consultations have provided important first-hand perspectives, as well as insight into improving the program to support the needs of employers.

Based on this feedback, the ministry is making enhancements to COJG to offer a more balanced approach to serve all employers. These enhancements include a renewed focus on supporting small employers, especially those who face barriers to investing in workforce training, by streamlining administration and increasing their access to the program.

Enhancements also include increasing funding toward consortium-based training, which will allow organisations to act on behalf of employers who pool their resources to support common training objectives and goals. Research has shown that there are positive benefits / outcomes that can come from partnership-based industry-driven approaches to skills development.

Effective April 2018, the following changes to the Canada-Ontario Job Grant will be implemented:

Renewed focus on supporting small employers:

- The definition of “small employers” will be 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 employers by decreasing the contribution requirement from 1/3 to 1/6, and eliminating the “in-kind” contribution requirement. This will also reduce the administrative burden of accessing the program.
- 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.

Making it easier for employers who wish to apply as part of a consortium:

- Administrative support funding will be introduced for organizations who act as intermediaries of consortium-based training, coordinating and managing training agreements with the ministry.

Applications to COJG received on or before March 31, 2018 will be assessed under the current guidelines. Applications received on or after April 1, 2018 will be assessed under the new guidelines.

If you have any questions regarding these changes or how to apply for the Canada-Ontario job grant, please contact us at [\[insert service provider contact info\]](#).

Sincerely,

[\[Service Provider signature\]](#)

Appendix 1;

COJG is delivered through cost-sharing agreements between individual employers and government, where currently (until March 31, 2018):

- The government covers 2/3 of direct training costs, up to \$10,000 per trainee.
- The employer pays at least 1/3 of direct training costs:
 - Small employers (50 employees or less) have the option to contribute up to 50% of their required contribution in wages paid to training participants.
 - Small employers (50 employees or less) who are training and hiring unemployed individuals are eligible for up to \$15,000 per trainee and are not required to make a minimum contribution to training costs for training funded through the grant.