

MEMORANDUM

TO: Canada-Ontario Job Grant Service Providers

FROM: Teresa Damaso
Director
Program Delivery Support Branch

DATE: **May 13, 2016**

SUBJECT: Updated COJG Assessment Tool

MEMO #: **COJG2016-03**

The purpose of this bulletin is to advise the Canada-Ontario Job Grant (COJG) delivery network that COJG Assessment Tool has been updated, as well as the Assessment Tool Q&As.

WHAT IS HAPPENING:

The COJG Assessment Tool has been revised to:

- Reflect the changes in the COJG guidelines regarding the ineligibility of training the employer must provide according to law;
- Auto-populate the calculation fields; and
- Ensure compliance with the Accessibility for Ontarians with Disabilities Act (AODA).

The COJG Assessment Tool Q&As have also been revised to remove out of date information and reflect the adjustments from the guidelines.

NEXT STEPS:

Other COJG related documents, such as the COJG Employer Training Deck, will be revised to reflect these changes.

If your organization has any questions, please contact your Employment and Training Consultant (ETC).