



Key Concepts
from
Technical Q's and A's
COJG Service
Providers

Employment and Training Division
Ministry of Training, Colleges and
Universities

Introduction

- In support of staff and Service Providers administering the Canada-Ontario Job Grant (COJG) Program, the Program Delivery and Support Branch (PDSB) has been compiling a Questions and Answers document, that responds to the technical aspects of the program.
- Many of these questions have emerged from staff and Service Providers, as a result of their attendance at the COJG Concept Training, along with discussions at the COJG Implementation Team meetings.
- These questions typically go beyond basic eligibility type inquiries and delve into the operational details of program and speak to potential scenarios that may be encountered by staff and Service Providers once the program is fully operational.
- The in-depth nature of the questions we are seeing, demonstrates staff and Service Providers' keenness to understand how these elements impact their ability to make decisions.
- It is our hope, that today we will be able to shed some light on these more complex questions, thus supporting your ability to properly administer the program



Technical Question and Answer Overview

In-kind Contribution

Question:

Is there a limit to how much in-kind we will cover from an employer?

Answer:

The guidelines have recently been amended and the government will reimburse up to a maximum of \$2,500 per trainee.

In-kind Scenario A

Eligible Training Cost: \$30,000

The ABC Manufacturing Company is sending 1 employee to learn effective purchasing techniques. Small employer contributes in-kind (maximum of 50% of employer contribution paid in wages to the training participant)

COJG Fund contributes maximum of \$10,000

Employer contributes remaining training cost (\$20,000)

Employer contributes \$17,500 in cash towards eligible training cost

Employer contributes maximum of \$2,500 in-kind through wages paid to the training participant

Government covers employer in-kind contribution

Note:

COJG service provider funding allocations will include the ministry's COJG contribution and in-kind contributions.

COJG service providers will be required to separate in-kind and training dollars in CaMS.

In-kind Contribution

Question:

What is the impact if employers don't meet their in-kind contribution?

Answer:

- The employer's fulfillment of their in-kind contribution does not impact the eligible costs they are able to claim under program.
- The Ministry may have to provide more off-sets from outside the Canada Job Grant funding agreement.

Eligible Trainers

Question:

What can employers do if the training they want to provide for their employees isn't provided by any college or training provider in their community?

Answer:

In circumstances where employers want to provide training that isn't available in their community, potential approaches can include bringing in a training provider, sending employees to training, or purchasing online training.

Eligible Trainers

Question:

Are Literacy organizations and organizations who are mandatory trainers for specific types of training (such as or Workplace Safety North) eligible trainers?

Answer:

They can be eligible trainers if they are in operating in accordance with the Private Career Colleges Act, 2005.

Eligible Trainers

Question:

Can a Union Based Training Centre utilize employer's training fund contributions as the employer's cash contribution under COJG?

Answer:

Yes, funds contributed by employers to unions for training of employees may be used as the employer's cash contribution towards training under COJG.

It should be noted however that a union based training centre that is submitting a COJG application as both the employer and the trainer would not be eligible for funding.

Employer Eligibility

Question:

Are temporary placement /staffing agencies considered eligible employers?

Answer:

- Yes, they may train the staff who work for them in their own company.
- Training for a staffing agency's clients to prepare them to work for other companies is not an appropriate use of funds. It is not the intention of the program to train individuals in temporary placements.

Employer Eligibility

Question:

Can a business that is a sole proprietorship with one or more employees, apply for a COJG grant. For example, an individual owns a printing company and wants to apply for funding to train him/herself plus their one or more employees on a new product from a specific product vendor.

Answer:

The owner of the business would not be eligible to participate in training. The sole proprietorship may be eligible to apply for a COJG as an “employer” and the employees may be eligible to participate in training through COJG.

Persons With Disabilities

Question:

When an individual qualifies for disability–related support paid through the service provider, will the employer have to pay a higher cost for training or will service provider/the ministry cover 100% of the disability costs?

Example: If training costs \$6,000, then COJG covers \$4,000 and the employer, \$2,000. In a situation involving a PWD, let's say the training cost is \$6,000 plus \$3,000 for special software that the participant needs, totalling \$9,000.

Does this mean that the COJG will cover \$6,000 and the employer \$3,000 – thus increasing the employer contribution?

Or will COJG cover \$4,000 (2/3 of \$6,000) +\$3,000 (total cost of software) totalling \$7,000, and the employer still cover \$2,000?

Persons With Disabilities

Answer:

- The Ministry expects that the training institution will provide support services for persons with disabilities. Participants must contact their training institution to determine their need for support services or equipment. This approach is discussed in more detail in section 2.6.2 of the Guidelines.
- Supports for persons with disabilities would only be available in exceptional circumstances, in the case that the training institution, or alternate source, are unable to provide the needed support. After the service provider assesses the person's request and related documentation and make a decision to support the cost, the cost would *not* be passed on to the employer but become a COJG training cost.
- Please note for Person with Disabilities the \$10,000 maximum does not apply.

Service Provider Agreement

Question:

Does the \$240 for case administration pay for follow up activity after the contract ends?

Answer:

- Yes, the \$240 pays for all aspects of the data entry and follow-up.
- As per the Service Provider's agreement, the funding provided supports 100 per cent follow-up at exit and at six and twelve months post-exit to track short and longer-term employment and training outcomes.

Job Placements

Question:

How do placements work for the over 25 stream?

Answer:

- In the event a job placement is required for a training participant of an employer in the over 25 stream, that individual would be referred to a Service Provider to be assessed as to whether a job placement is appropriate, or not.
- Service Providers need to use their budget strategically, as there is very limited funding for job placements under the COJG program.



Thank You