

**Ministry of Advanced
Education and Skills
Development**

Mowat Block, 23rd Floor
900 Bay Street
Toronto, Ontario
M7A 1L2

**Ministère de l'Enseignement
supérieur et de la Formation
professionnelle**

Édifice Mowat, 23^e étage
900, rue Bay
Toronto (Ontario)
M7A 1L2



MEMORANDUM TO: Service Providers of Supported Employment

**FROM: Kristie Pratt
Director, Information Management and Strategy Branch**

DATE: June 15, 2018

**RE: Announcement of the Supported Employment
Evaluation**

The Ontario Ministry of Advanced Education and Skills Development (MAESD) is carrying out an evaluation of the Supported Employment (SE) program.

The intent of the SE program evaluation is to better understand the delivery of the program, identify best practices and challenges as well as areas in need of improvement.

In accordance with the ministry's procurement process, an independent consulting company, Cathexis Consulting Inc., has been hired to conduct the study on behalf of the ministry.

The evaluation will employ multiple lines of evidence, including the following evaluation consultations:

- document and literature review;
- administrative data review and analysis;
- key informant interviews and focus groups with ministry staff, service providers (including caseworkers), and stakeholder groups;
- interviews with program participants and employers;
- participant case studies; and,
- observation visits to service provider sites.

Next Steps

In the coming weeks, Cathexis will initiate contact directly with your organization to invite you to participate in data collection activities (e.g., key informant interview and focused discussions). Cathexis will detail how they plan to seek your input, with whom within your organization they wish to speak, and will make arrangements for your time accordingly. While your participation is voluntary, your input is critical for the evaluation.

Your responses will remain confidential and will not be attributed to any individual or organization in any reports that result from this study. The information that you provide will be used for the sole purpose of the evaluation and will in no way affect funding and relationship between your organization and the ministry in the future.

The ministry will provide updates throughout the evaluation process on the Employment Ontario Partners Gateway website.

If you have any questions, you may contact:

- Ministry of Advanced Education and Skills Development
Chi Yan Lam
Program Evaluation Coordinator
chi.y.lam@ontario.ca
- Cathexis Consulting Inc.
Kate Powadiuk
Senior Consultant
kate@cathexisconsulting.ca

We thank you in advance for any support you may provide for this evaluation.

Kristie Pratt
Director, Information Management and Strategy Branch

CC:
Suzanne Skinner, A/Director, Strategic Workforce Policy and Programs Branch
Jacqueline Cureton, Director, Program Delivery Support Branch
Jennifer Barton, Regional Director, Eastern Region
Todd Kilpatrick, A/Regional Director, Central Region
Andrew Irvine, Regional Director, Northern Region
Daniel Kay, A/Regional Director, Western Region