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MEMORANDUM TO: Youth Job Connection (YJC) and Youth Job Connection-Summer (YJC-S) Service Providers

FROM: David Cronin (Acting for Jacqueline Cureton)
Director, Program Delivery Support Branch

DATE: December 28, 2016

RE: **Revisions to Youth Job Connection and Youth Job Connection- Summer Business Planning Guidelines 2017-18**

MEMO#: YJC 2016-17#2

Objective:

The purpose of this bulletin is to inform all Youth Job Connection (YJC) and Youth Job Connection-Summer (YJC-S) service providers of revisions made to the 2017-18 business planning instructions.

What is Happening:

The following revisions have been made to the YJC business planning instructions:

- 2.3 Service Delivery Plan- Date for the YJC Detailed Service Quality Report, report progress to date as of September 30, 2016.
- 3.1 Performance Commitments- Provincial Service Quality Standard was incorrect in the narrative, corrected to 6.30.

The following revisions have been made to the YJC-S business planning instructions:

- 2.3 Service Delivery Plan- Date for the YJC-S Detailed Service Quality Report, report progress to date as of November 30, 2016.
- 3.2 Performance Commitments- Minimum provincial standard was incorrect in the narrative for Service Coordination and Service Impact, corrected to 75% and 90% respectively.

Next Steps:

- The updated business planning instructions for YJC and YJC-S will be posted to the EOPG on January 10, 2017.

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

David Cronin
Acting Director for Jacqueline Cureton