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Memorandum

To: Employment Ontario Service Providers and Support Organizations

From: Nadine Scott, Director Strategic Workforce Policy and Programs Branch

Date: December 15, 2023

Subject: Literacy and Basic Skills Program Guidelines and Webpage Updates

As part of the continuous improvement process of managing the Literacy and Basic Skills (LBS) program, the ministry has revised the Support Organization Program Guidelines, and Service Provider Program Guidelines.

Key changes were made to section 2.5.1 of the Service Provider Guideline:

- Changing the age of eligibility for enrolment in the LBS program from 19 to 18 to align with the Ministry of Education's adult education programming.
- Clarify that assessment of the competencies for determining eligibility under the LBS guidelines can apply to digital as well as print-based formats.
- Removing the Canadian Language Benchmark (CLB) level 6 language for English and French Language learners.

In addition, the language on the LBS webpage has been updated to be consistent with the guidelines and to include information that highlights the focus of the program.

Next Steps:

LBS service providers and support organizations are invited to download the revised guidelines and review the updated content on the website. Please discard previous versions of these documents. Additional information can be found in the Questions and Answers posted on the [Employment Ontario Partners' Gateway \(EOPG\)](#).

Should your organization have any questions, please contact your Employment and Training Consultant.

Thank you for your ongoing support of the LBS program.

Sincerely,

Original signed by

Nadine Scott

c. Annette Huton, Director, Program and Delivery Support Branch, Employment and Training Division