

Memorandum

To: Ontario Bridge Training Program Service Providers

From: David Cronin
Director, Program Delivery Support Branch, Employment and
Training Division
Ministry of Labour, Training and Skills Development

Date: August 30, 2021

Subject: Expiration of Ontario Bridge Training Program projects on
September 30, 2021

Objective

The purpose of this memorandum is to remind OBTP service providers whose agreements end on September 30, 2021 of the requirements outlined in the Transfer Payment Agreement (TPA) related to the close out of projects

What is happening?

OBTP service providers with agreements ending September 30, 2021 are required to provide the following reports outlined in Schedules A and F of the TPA:

1. EO Assets Report as outlined in Schedule A of the TPA. (Due date to be determined with Employment Training Consultant)
2. Numeric Indicator Report (Due on October 5, 2021)
3. Final report for April 1, 2019 to September 30, 2021 (Due September 30, 2021)
4. Statement of Revenue and Expenditure Report for April 1, 2020 to September 30, 2021 (Due November 30, 2021)
5. Auditor's Report for April 1, 2020 to September 30, 2021 (Due November 30, 2021))
6. External Project Evaluation (Due October 15, 2021)

Who is affected?

All OBTP service providers with agreements ending September 30, 2021.

What should be done now?

OBTP service providers with agreements ending September 30, 2021 should connect with their Employment Training Consultant to discuss steps to close out each project.

Contact Information

For further clarification, please contact your Ministry representative.

Additional comments

The ministry takes this opportunity to thank you for your commitment to supporting highly skilled internationally trained immigrants integrate into Ontario's labour market, helping to increase the economic contribution of this important group and leading to an increasingly vibrant economy in our province.

Sincerely,
David Cronin
Director
Program Delivery Support Branch

CC: Charles Bongomin, Central Region Director
Heather Cross, Western Region Director
Andrew Irvine, Northern Region Director
Tariq Ismati, Eastern Region Director