

## MEMORANDUM

**TO:** Employment Ontario Network Service Providers

**FROM:** David Cronin, Director  
Program Delivery Support Branch

**DATE:** July 27, 2020

**SUBJECT:** 2019-2020 Audited Financial Statements

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During the 2019-2020 agreement cycle the ministry introduced a new reporting requirement through a communication about the [2019-2020 Employment Ontario Transfer Payment Agreements](#). This communication highlighted the requirement for service providers to submit their organization's most recent available Audited Financial Statements to the ministry.

This reporting requirement has been carried forward into 2020-2021; as specified in your transfer payment agreement(s), Audited Financial Statements for 2019-2020, or more recent, due September 30<sup>th</sup>, 2020, will be required for the following organizations:

- Service providers with budgets of \$150,000 or more;
- Service providers that are **not** a municipality, school board, college of applied arts and technology or university; and
- Service providers that have agreements managed in EOIS-SP Connect.

As previously communicated, the ministry has developed functionality in EOIS-SP Connect to support the direct uploads of these statements. Please refer to the Completing the Service Provider Financial Health Assessment [Desk Aid](#), available on MyEOIS, for instructions on uploading the Audited Financial Statements directly into EOIS-SP Connect. Please note that you will need to assign someone in your organization to the new "Service Provider Financial Officer" role in order to upload the statement(s).

If you have any questions regarding these changes, please contact your Employment and Training Consultant.

**Ministry of Labour, Training and  
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