

MEMORANDUM

TO: Employment Ontario (EO) Network Service Providers

FROM: Jacqueline Cureton, Director
Program Delivery Support Branch

DATE: March 16, 2018

SUBJECT: 2018-19 EO Transfer Payment Agreements

The Ministry has begun to enter into transfer payment arrangements for 2018-19 EO program activity. As part of our ongoing engagement efforts, I would like to draw your attention to a few notable changes in the 2018-19 Ontario Transfer Payment Agreement (OTPA) templates.

1. Schedule “C” of all EO OTPA templates now includes a clause directing EO Network Service Providers to register on the [Transfer Payment Common Registration](#) (TPCR) system. The Ministry will share Ministry-specific instructions pertaining to the TPCR system when they become available. In the interim, I welcome you to visit the website in the embedded link above to begin to familiarize yourselves with some of the expectations for organizations in receipt of transfer payment funding from the Government of Ontario.
2. The Sample Auditor’s Report, appended to Schedule “H” of all EO OTPA templates, has been updated to align with the Canadian Auditing and Assurance Standards Board’s (AASB) approved changes to [auditor reporting standards](#) (to be implemented December 15, 2018). Additional information on how this change reflects a shift in Ministry expectations and how those will impact 2017-18 audit reporting will be shared on the EOPG in April 2018.
3. As [announced](#) with the launch of 2018-19 business planning, agreements have been consolidated for the Employment Services (ES) and Youth Job Link (YJL) programs, and the Youth Job Connection (YJC) and Youth Job Connection: Summer (YJCS) programs.
4. In addition to consolidating ES/YJL and YJC/YJCS agreement templates, each of these programs have introduced additional youth employment supports. Both agreements now include a budget line and activity for the “Employing Young Talent Incentive” (EYTI). Further information about these new youth incentives will be shared in coming weeks.

5. The Canada-Ontario Job Grant (COJG) agreement for service providers now allows for a maximum of 15% of Operating Funds to be attributed toward Administration Costs. Administration Costs are indirect expenditures necessary for operating an organization but not directly associated with the delivery of the project. Further information on this change is available in Schedule “H” of the 2018-19 COJG agreement, and will be in the revised [COJG Program Guidelines](#) when they are posted.
6. A revised set of reporting templates will be launched for the Apprenticeship Enhancement Fund (AEF), as identified in Schedule “F” of the 2018-19 AEF agreement. Detailed instructions on the new templates will be posted on the EOPG.

I encourage you to become familiar with the terms and conditions of the OTPA arrangement. While this communicate is a not an exhaustive list of changes, please note that program-specific updates will continue to be made available to the EO network.

Please also be advised that Friday, March 30, 5:00 p.m. (DST) will be the cut-off date to enter data for 2017-18 year-end EOIS-CaMS reports, including the Detailed Service Quality Report.

If you have any questions regarding any of these changes please contact your Employment and Training Consultant (ETC).

Jacqueline Cureton
Director

Cc: Jennifer Barton, Eastern Region Director
Andrew Irvine, Northern Region Director
Dan Kay, Western Region Director
Shelley Unterlander, Central Region Director