

Memorandum

To: Employment Ontario Service Providers

From: Annette Huton, Director
Program Delivery Support Branch

Date: December 6, 2022

Subject: Employment Ontario 2023-24 Business Plan Template Release in
EOIS-SP Connect

Employment Ontario (EO) 2023-24 business plan templates will be made available to EO service providers in the Employment Ontario Information System – Service Provider Connect (EOIS-SP Connect) starting on December 9, 2022.

The following business plan will be released on December 9, 2022:

- Local Boards

The following business plans will be released on December 16, 2022:

- Employment Service
- Ontario Employment Assistance Service
- Supported Employment
- Youth Job Connection/Youth Job Connection Summer

The following business plans will be released on December 23, 2022:

- Canada-Ontario Job Grant (service delivery agreements only)
- In-class Enhancement Fund – College
- In-class Enhancement Fund – Non-College
- In-class Enhancement Fund – Non-Funded
- French Language In-Class Enhancement Supplemental Fund
- Literacy and Basic Skills – Service Delivery
- Literacy and Basic Skills – Service Delivery E-Channel
- Literacy and Basic Skills – Support Organization
- Literacy and Basic Skills – Support Organization E-Channel

The ministry views business planning as an opportunity to engage service providers in dialogues on how regional and local labour market conditions may impact demand for services and client outcomes, as well as other service delivery priorities. As we establish performance commitments for the upcoming fiscal year, I encourage a continuous dialogue that will afford us opportunities to discuss service provider priorities, building on strategies that have been proven to work.

Overall, the business planning process remains similar to the previous fiscal year. Programs that are not identified in the above-noted list will be released in the weeks following the release date of the third group of programs. The Employment Ontario Service Promise, which can be found in the [Visual Identity and Communication Guidelines](#), will remain a critical component of our commitment to delivering the highest quality employment and training services to Ontarians and will be used to inform business planning. You are encouraged to have regular discussions with your organizations about the Employment Ontario Service Promise and its impact on service delivery.

Employment Service Transformation – Phase 2

The ministry is proceeding with Phase 2 of the Employment Service Transformation for recipients delivering the following programs under the new catchment areas:

- Employment Service program
- Ontario Employment Assistance Services
- Supported Employment
- Youth Job Connection/Youth Job Connection Summer

The Phase 2 catchment areas are: London, Durham, Kitchener-Waterloo-Barrie, Windsor-Sarnia, and Ottawa.

Service Providers inside these catchment areas will receive Business Plan templates from the Ministry

The implementation of this phase will follow a staged approach as outlined below:

- **Planning Period (approximately 3 months):** This period is intended to allow Service System Managers (SSMs) to establish themselves within the catchment area.
- **Transition Period (approximately 9 months):** During this period, SSMs will directly manage agreements with service providers however, they will not be able to make changes to the service provider network.
- **Integrated ES Delivery Period:** At this point the transition process is complete, and full responsibility for employment services is transferred to the SSMs.

Transfer Payment Ontario (TPON) Requirements

Transfer payment recipients that have received time-limited and discretionary cumulative transfer payment funding of \$10M or more from the Government of Ontario in the previous fiscal year

(April 2021 to March 2022); or where a new or renewed agreement has a contract value of \$10M or more, are required to provide tax compliance verification and attestation of compliance with labour and environment laws.

If this requirement applies to your organization, you are required to complete and document the tax compliance verification in the Tax Compliance Verification Portal AND the attestation of compliance with labour and environment laws in the [Transfer Payment Ontario \(TPON\)](#) attestation form under your organizational profile by **January 27, 2023**. If you need help logging in, navigating or updating your organization's profile in the Transfer Payment Ontario system, please refer to the resources by clicking on this [link](#).

To complete the attestation, please log into TPON and respond to the questions under the Attestation of Compliance and Tax Compliance Verification Section under your organizational profile.

The tax compliance and verification and attestation are valid for one year.

If your organization has any questions about the business planning process, please contact your Employment and Training Consultant. If you have any questions about the Tax Compliance Verification and Attestation of Compliance with Labour and Environment Laws, please refer to your legal counsel.

Thank you,

Annette Huton,
Director
Program Delivery Support Branch

cc: Heather Cross, Regional Director, Western Region
Nicole Pereira, A/Regional Director, Northern Region
Tariq Ismati, Regional Director, Eastern Region
Charles Bongomin – A/Regional Director, Central Region