

Memorandum

To: Canada-Ontario Job Grant Service Providers

From: Annette Huton, Director
Skills Development and Community Response Branch

Date: May 28, 2025

Subject: **2025-2026 Canada-Ontario Job Grant Employer and Training
Provider Attestation Requirement**

This memo is to clarify the requirements regarding both the Employer and Training Provider Attestation Forms under the Canada-Ontario Job Grant (COJG) program for the 2025–26 fiscal year.

As outlined in the recent [memo](#) on the COJG Transfer Payment Agreement (TPA), Schedule C, Section 4.0 Program Delivery there is a new requirement that service providers:

- “Ensure an Employer submits a completed and signed [COJG Employer Attestation form](#) and a completed and signed [COJG Training Provider Attestation form](#) prior to approving the Employer for the COJG.”

This requirement is also reflected in Section C24.0 – Forms and Section C25.0 – Documentation Requirements of the 2025–26 COJG TPA.

What this means:

Effective immediately, both attestations are mandatory for all employers and training providers, regardless of the type of training provider selected (i.e., private, public, non-profit, etc.). This marks a change from previous guidance materials, including the 2019 COJG Guidelines and Service Provider Question and Answer, which limited the requirement to private training providers. Those documents are now outdated and have been superseded by the 2025–26 TPA.

The Employer and Training Provider Attestation Forms include critical declarations related to Conflict of Interest and are an important part of ensuring the integrity and accountability of the program.

Action Required:

All service providers must ensure that both forms are completed and submitted as part of every COJG application prior to approving the employer for funding.

If you have any questions or require further clarification, please don't hesitate to reach out to your Ministry contact.

Thank you for your continued support and partnership.

Sincerely,

Annette Huton

Director, Skills Development and Community Response Branch

cc: Laura Loveridge, Regional Director, Central East Region
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