



COUNTY OF WELLINGTON POLICY AND PROCEDURE

DEPARTMENT	ONTARIO WORKS	EFFECTIVE DATE	17/12/2015
SECTION	INTAKE	REVISION DATE	
SUBJECT	Canada Learning Bond		
AUTHORITY	N/A		

Policy Overview

The following policy outlines the procedure to be followed when an applicant applies for Ontario Works in Guelph Wellington and discloses that they have one or more dependent children born on or after January 1, 2004, and have not yet applied for the Canada Learning Bond.

Background Information

The Canada Learning Bond (CLB) is a federal education grant provided to low-income families to help with the costs of post-secondary education. If the family is eligible, the government deposits \$500 into an RESP and as long as eligibility continues, another \$100 is deposited per year until the child turns 15, up to a maximum of \$2000 per child. Families do not need to contribute any of their own money to receive the CLB and it is retroactive, meaning families can claim CLB payments for the years their child was eligible and was not yet registered. In an effort to increase the take-up rates of the CLB in the City of Guelph and the County of Wellington, Ontario Works intake, caseworkers and employment facilitators will work to advise OW applicants of the CLB, and to encourage them to sign up for the bond.

Local Practice

At Intake

When an OW applicant discloses to intake that they have one or more dependent children born on or after January 1, 2004, but they do not report having an RESP, the intake worker will provide the applicant with information about the CLB and how to apply:

- Based on your circumstances, it appears your child(ren) is/are eligible to receive the Canada Learning Bond. Have you heard of it?

- The Canada Learning Bond is an education grant of up to \$2000 provided by the Government of Canada. There is an online application for the Canada Learning Bond through an organization called Smart Saver, or you can ask about it at your bank. It has no impact on your Ontario Works.
- If you'd like more information about the Canada Learning Bond, you can talk to your caseworker, email our office at theerc@wellington.ca or come into the office and ask to speak to an Employment Facilitator about the learning bond. They can also assist you with the online application.
- There will also be information about the Canada Learning Bond provided to you at your verification interview.

Intake will ensure that all applicants with dependent children receive promotional materials about the CLB in their blue folders at the verification interview.

At the Verification Interview

Information about the Canada Learning Bond will be distributed to applicants with dependent children at the verification interview, which will prompt a subsequent conversation about the CLB and how to apply. Additionally, employment facilitators will be available to assist those wishing to apply for the CLB to apply through the online application. If an OW applicant expresses an interest in applying for the CLB at the verification interview, caseworkers will make an effort to connect the applicant with an employment facilitator who can assist with the application process.

Ongoing Canada Learning Bond Support

The employment facilitators will monitor the email account (theerc@wellington.ca) to answer questions related to the CLB, and to assist any walk-ins with the online application. Additionally, promotional materials about the CLB have been created and will be displayed in our local Ontario Works offices on a regular basis.