

Ministry of Education
Transfer Payments and
Financial Reporting Branch

21st Floor, Mowat Block
900 Bay Street
Toronto, Ontario M7A 1L2
Tel.: (416) 327-9356
Fax: (416) 325-2007
Email: Andrew.Davis@ontario.ca

Ministère de l'Éducation
Direction des paiements de transfert
et des rapports financiers

21^e étage, édifice Mowat
900, rue Bay
Toronto, Ontario M7A 1L2
Tél. : (416) 327-9356
Télééc.: (416) 325-2007
Courriel: Andrew.Davis@ontario.ca



2009: SB41

MEMORANDUM TO: Superintendents of Business

FROM: Andrew Davis
Director
Transfer Payments and Financial Reporting

DATE: October 7, 2009

SUBJECT: **2009-10 Revised Estimates**

I am pleased to inform you that the 2009-10 Revised Estimates and instructions are now available through the Revised Estimates link on the Financial Reporting website at <http://tpfr.edu.gov.on.ca>. Boards can access EFIS directly at <https://efis.edu.gov.on.ca/login.asp>.

The forms reflect technical changes that have recently been made through regulation amendments and communicated to boards in memorandum 2009:B10. These changes are outlined in the detailed instructions guide and include:

- Impacts of mergers of school authorities with District School Boards
- Interest changes on short term capital borrowing and internal borrowing as outlined in memorandum 2009:SB24
- Funding for Capital Priorities projects
- Reporting of energy efficient schools initiative

The 2009-10 estimates forms released in the spring required boards to provide a multi-year projection of enrolment. The revised estimates only require enrolment information for 2009-10; the Ministry is currently developing an application through EFIS that will provide boards with a tool to support their multi-year forecasts and planning. The Ministry is planning to collect from boards their enrolment and staffing (section 7 on grid teachers) forecasts using that application, which is planned for release to production in November 2009.

Internal Audit Initiative

The Ministry previously announced in memorandum 2009: B2 that it will fund \$2M in 2009-10 to help establish internal audit functions in school boards. The Ministry has consulted with the sector on various options of organizing internal audit functions within boards and concluded that a region based model will best serve the sector. Under this model, boards are grouped into eight regions and each region is supported by a dedicated regional internal audit team. One board within each region is designated as the “host board” and will oversee the administrative requirements for the regional internal audit team. As a result, the \$2M funding in 2009-10 and

the ongoing \$5M funding starting in 2010-11 will be advanced to the eight host boards to support internal audit functions in their regions. The Ministry is in the process of confirming the eight regional host boards and once confirmed, a subsequent SB memorandum will be shared with the sector providing more detailed information on this important initiative and the funding allocation for each region. The funding amount for each region will be populated into Section 10 Administration and Governance of the 2009-10 Revised Estimates forms of the host boards at the same time when the SB memorandum on Audit Committee and Internal Audit is released.

In-year amendments to the education funding regulations would be needed to implement the internal audit initiative. Therefore, the investments described herein would have to be implemented by, and would be conditional on, the making of such regulations by the Lieutenant Governor in Council.

Submission

Revised estimates submissions via EFIS are due by December 15, 2009. An electronic copy of the excel based Appendix C, Warning Explanation report should also be submitted by that date to the following mailbox:

revest@ontario.ca

Please send two signed copies of section 1 summary printed out from the active EFIS submission by the above due date to:

Ms. Diane Strumila
Project Manager, Grant Services
Transfer Payments and Financial Reporting Branch
21st Floor, Mowat Block
900 Bay Street
Toronto, Ontario M7A 1L2

Late Filing

The policy on late filing will be applicable to the 2009-10 revised estimates. Where a board submits its revised estimates after December 15, 2009, its regular cash flow will be reduced by 50% for the January 2010 and subsequent monthly transfer payments. Upon submission of the revised estimates, the Ministry will revert back to the normal monthly payment process and will include in the monthly payment the total amount withheld up to that point.

Contacts

For user/navigation assistance on EFIS, contact:

Martin Fry (416) 327-9061 or martin.fry@ontario.ca

Stephen Shek (416) 325-8396 or stephen.shek@ontario.ca

For log-in assistance, contact:

Mark Bonham (416) 325-8571 or mark.bonham@ontario.ca

For other questions on the revised estimates package, please contact your Ministry finance officer.



Andrew Davis