

Ministry of Education

Ministère de l'Éducation



Capital and Business Support
Division

Division du soutien aux immobilisations
et aux affaires

315 Front Street West
15th Floor
Toronto ON M7A 0B8

315, rue Front Ouest
15^e étage
Toronto (Ontario) M7A 0B8

2023: SB19

Date: October 26, 2023

Memorandum to: Senior Business Official
Superintendent of Facilities/Planning

From: Mehul Mehta
Director
Capital School Board Advanced Support Branch

Xiaofei Wang
Director
Education Modelling and Forecasting Branch

Subject: Data Verification for 2023-24 Financial Statements and 2024-2025
Estimates/Revised Estimates

The goal of the Data Verification (DV) process is to verify asset and occupancy data to support determination of grants and school level funding for 2023-24 Financial Statements and 2024-2025 Estimates/Revised Estimates and lists of eligible schools.

The Ministry will provide School Boards with three excel templates and instructions on how to complete them (Temporary Assets, Data Verification and Room Details).

The templates and instructions will be available in the Education Financial Information System (EFIS) [File Download Portal \(FDP\)](#) under the 2024-25 Estimates folder as explained in the [FDP User Guide](#).

School boards are requested to review and submit the completed excel templates via email to EICCU.EDU@ontario.ca by their respective deadlines. (See Table 1 below). The verified lists must be confirmed by the board's senior business official and senior planning official by signing and dating the "Signature" sheet provided in each template.

Table 1: Template Review and Submission Timelines:

#	Templates	Available for Review	Submission Due Date
1	Temporary Assets	October 13 2023	November 30, 2023
2	Data Verification	October 13 2023	January 15, 2024
3	Room Details	October 27 2023	February 16, 2024

School boards are reminded that not submitting correct data via the outlined DV process may impact school-based funding calculations, which includes the following:

- Temporary Accommodation Allocation
- Top-up component within the School Operations and School Renewal Grant (which also indirectly affects funding through the Declining Enrolment Adjustment);
- School Foundation Grant;
- Supported Schools Allocation;
- Actualisation linguistique en français Allocation; and
- Curriculum and Assessment Implementation Allocation.

Contacts

For further information please contact: EICCU.EDU@ontario.ca

for technical enquiries related to ECIS: ECIS.Admin@ontario.ca | SIIE.Admin@ontario.ca

Originals signed by

Mehul Mehta, Director, School Board Advanced Support Branch

Xiaofei Wang, Director, Education Modelling and Forecasting Branch