

Audit and Accountability Fund

Program Guidelines

WHAT YOU NEED TO KNOW

Ontario is making an investment to help municipalities become more efficient and modernize service delivery while protecting front line jobs.

Large urban municipalities that were not eligible for the *Municipal Modernization Payment Initiative* can apply to the *Audit and Accountability Fund* for funding to undertake expenditure reviews with the goal of finding service delivery efficiencies.

Eligible municipalities can apply individually or collectively, with other eligible municipalities, to undertake independent third-party reviews similar to the *Managing Transformation A Modernization Action Plan for Ontario* line-by-line review of Ontario Government expenditures.

ELIGIBILITY CRITERIA

To be eligible, the proposed review project will:

1. Review municipal service delivery expenditures to find efficiencies. The review project could take a number of forms including:
 - a line-by-line review of the municipality's entire budget;
 - a review of service delivery and modernization opportunities;
 - a review of administrative processes to reduce costs.
2. Result in a final report by the independent third-party reviewer that provides specific and actionable recommendations for cost savings and improved efficiencies.
3. Be completed by November 30, 2019. Municipal applicants will be required to post publicly the independent third-party report that outlines the analysis, findings and actionable recommendations by **November 30, 2019**.

It is expected that most review projects will be less than \$250,000, however projects will be reviewed on a case-by-case basis and funding amounts may depend on the available appropriation. Only third-party service provider fees will be eligible. Municipal administrative costs, such as staff time, are not eligible.

The program will not cover review projects where:

- The object of the review project is to identify opportunities for revenue generation or reductions in front line services.
- The review does not result in a formal report prepared by a third party.

- The object of the review extends beyond municipal accountability.

HOW TO APPLY

- If you're thinking of applying to the program, please contact your Municipal Services Office to discuss your planned review project, and confirm your intention to apply by **June 14, 2019**.
- Complete the *Audit and Accountability Fund: Expression of Interest* form.
- Ensure that the final form has been attested to by the appropriate municipal staff.
- Attach an outline of your project costs and timelines. Draft procurement documents, project charters, workplans, or other similar documents detailing your proposed review project are examples that would be sufficient to meet this requirement.
- If the municipal council passed a resolution in support of the project, attach a copy and submit along with your form and other documents. (Note: a resolution of council is not a requirement for the program.)
- E-mail the Expression of Interest to Municipal.Programs@Ontario.ca by **June 30, 2019**, or earlier if possible.

HOW IT WORKS

- Expressions of Interest will be reviewed and approved by the Ministry of Municipal Affairs and Housing as they are received.
- Confirmation through an executed transfer payment agreement that sets out reporting requirements and a payment schedule will be needed to complete the process.

PROGRAM TIMELINE



Municipalities can direct program questions to Municipal.Programs@Ontario.ca or contact their regional Municipal Services Office for further information. See below for a list of Municipal Services Offices.

MUNICIPAL SERVICES OFFICES CONTACT INFORMATION

Central Region – Toronto

Tel: 416-585-6226 or
1-800-668-0230

Eastern Region – Kingston

Tel: 613-545-2100 or
1-800-267-9438

Northern Region – Thunder Bay

Tel: 807-475-1651 or
1-800-465-5027

Western Region – London

Tel: 519-873-4020 or
1-800-265-4736

Northern Region - Sudbury

Tel: 705-564-0120 or
1-800-461-1193