

## Guide for General Expectations in Managing Government Transfers

Type of funding arrangement	Shared Cost Arrangement	Entitlements	Grants
<b>General expectations:</b> <b>Planning Stage</b>	<p>Process to check that purpose of the transfer aligns with ministry's business and strategic plans.</p> <p>Organizational policy and business planning to develop processes and eligibility criteria for considering applications or requests. Establish stipulations that will support the government's performance expectations.</p> <p>Provide government transfer request and obtain sign-off from ministry Chief Financial Officer (CFO).</p> <p>Authorized in accordance with ministry's budget.</p>	<p>Process to check that purpose of the transfer aligns with statute, formula or regulation.</p> <p>Provide government transfer request and obtain sign-off from ministry Chief Financial Officer (CFO).</p> <p>Authorized in accordance with ministry's budget.</p>	<p>Process to check that purpose of the transfer aligns with ministry's business and strategic plans.</p> <p>Organizational policy and business planning to develop processes and eligibility criteria for considering applications or requests. Establish stipulations that will support the government's performance expectations.</p> <p>Provide government transfer request and obtain sign-off from ministry Chief Financial Officer (CFO).</p> <p>Authorized in accordance with ministry's budget.</p>
<b>General expectations:</b> <b>Selection Stage</b>	<p>Systematic process for considering applications or requests against eligibility criteria.</p> <p>Considerations to funding characteristics for selecting recipients.</p> <p>Consider selecting recipients using a fair, open and transparent process.</p> <p>Specific assessment of the basis for the amount of the transfer payment sought.</p> <p>Formal written agreement of terms of the transfer and what is being funded.</p> <p>Clear and appropriate stipulations set to manage risk and ensure suitable accountability.</p>	<p>Systematic process for considering applications or requests against eligibility criteria.</p> <p>Meet eligibility criteria.</p> <p>Specific assessment of the basis for the amount of the transfer payment sought.</p> <p>Some clear and appropriate stipulations set to manage risk and ensure suitable accountability.</p>	<p>Systematic process for considering applications or requests against eligibility criteria.</p> <p>Meet eligibility criteria, or meet ongoing eligibility criteria.</p> <p>Considerations to funding characteristics for selecting recipients.</p> <p>Consider selecting recipients using a fair, open and transparent process.</p> <p>Specific assessment of the basis for the amount of the transfer payment sought.</p> <p>Written agreement of terms of the transfer and what is being funded.</p> <p>Clear and appropriate stipulations set to manage risk and ensure suitable accountability.</p>
<b>General expectations:</b> <b>Monitoring Stage</b>	<p>Regular reporting or other checks (at an appropriate level) to assess progress and whether further funds should be released, to enable transferring government to assess success per ministry strategic plans.</p> <p>Ongoing monitoring against stipulations to determine whether performance has been achieved and whether or not recipient is able to retain transfer.</p> <p>Payment may be made in advance of delivery/performance but could be in stages to manage risk. See CPPM 21.3.3.5 for recording and recognition requirements</p>	<p>Regular reporting or other checks (at an appropriate level) to assess progress and whether further funds should be released, to enable transferring government to assess success per ministry strategic plans.</p>	<p>Ongoing reporting or monitoring arrangements, depending on risk, scale, and nature of the relationship, to enable transferring government to assess success per ministry strategic plans.</p> <p>Ongoing monitoring against stipulations to determine whether performance has been achieved and whether or not recipient is able to retain transfer.</p> <p>Payment may be made in advance of delivery/performance but could be in stages to manage risk. See CPPM 21.3.3.5 for recording and recognition requirements</p> <p>May be reporting requirement by recipient.</p>
<b>General expectations:</b> <b>Review and Report Stage</b>	<p>Full reporting of achievements against the purpose of the transfer payment. Report results in relation to ministry strategic plan and annual report.</p>	<p>Periodic review to ensure legislative and Ministry objectives continue to be met.</p>	<p>Reporting of the achievements against the purpose of the transfer payment</p> <p>Recording through ministry business processes for expenditure reporting.</p>