



STAFF REPORT ACTION REQUIRED

Budget Adjustments to the Toronto Public Health 2009 Approved Operating Budget and Delegation of Authority to Receive and Spend Grants

Date:	May 4, 2009
To:	Board of Health
From:	Medical Officer of Health
Wards:	All
Reference Number:	

SUMMARY

The purpose of this report is to request budget adjustments to Toronto Public Health's (TPH) 2009 Approved Operating Budget due to confirmation of funding from the Ministry of Health and Long-term Care (MOHLTC), and the Public Health Agency of Canada (PHAC), received after the approval of the Operating Budget in March 2009.

This report also seeks City Council authority for the Medical Officer of Health to accept grants with no maximum limit, and to enter into contractual agreements with organizations for the purposes of accepting grants covering 100 percent of the program costs.

RECOMMENDATIONS

The Medical Officer of Health recommends that:

1. The Budget Committee make the following adjustments to Toronto Public Health's 2009 Approved Operating Budget:
 - a. an increase of \$353.7 thousand gross and \$0.0 net, and an increase of ten temporary positions, to reflect confirmed one time funding from the Ministry of Health and Long Term Care (MOHLTC) for the Nursing Graduate Guarantee Program (NGG) Phase 3; and

- b. an increase of \$61.3 thousand gross and \$0.0 net, and an increase of one temporary position, to reflect confirmed one time funding from the Public Health Agency of Canada (PHAC) for the Enhanced Hepatitis Strain Surveillance System (EHSSS);
2. City Council delegate authority to the Medical Officer of Health to receive grants from various levels of government and agencies for Toronto Public Health programs covering 100 percent of the program cost;
3. City Council delegate authority to the Medical Officer of Health to execute agreements when necessary with other governments and agencies for the purpose of accepting grants for Toronto Public Health programs;
4. That the grant agreements referred to in Recommendation 3 be in a form satisfactory to the City Solicitor; and
5. The Medical Officer of Health report to City Council, for information on the details of grants received, including the organization name, amount and the purpose of the grant as part of the quarterly operating budget variance report.

Financial Impact

The table below summarizes the required budget adjustments to Toronto Public Health's 2009 Approved Operating Budget.

Budget Adjustments to the 2009 Approved Operating Budget					
	No. of Positions	Gross \$000	Revenue \$000	Net	2010 Impact \$000
NGG Phase 3	10.0	353.7	353.7	0.0	(353.7)
EHSSS	1.0	61.3	61.3	0.0	(47.6)
2009 Total Budget Adjustment	11.0	415.0	415.0	0.0	(401.3)

The Deputy City Manager and Chief Financial Officer has reviewed this report and agrees with the financial impact information.

DECISION HISTORY

TPH's 2009 Operating Budget was approved in March 2009. At the time of submission, approval of 2009 funds for the Nursing Graduate Guarantee Program Phase 3, and the Enhanced Hepatitis Strain Surveillance System had not been received. Budget adjustments are required to reflect confirmed 100 percent funding for 2009.

ISSUE BACKGROUND

Toronto Public Health (TPH) receives one-time and base grants from various levels of government and external agencies that cover program costs at 100 percent. These grants are provided for implementing new programs or enhancing an existing program. The table below shows grants over \$50.0 thousand received by Toronto Public Health in 2009.

TPH GRANTS OVER \$50,000 (RECEIVED IN 2009)		
Grant Provider	Program	Grant \$000
Ministry of Health Promotion	Children in Need of Dental Treatment	5,253.4
Ministry of Health Promotion	Diabetes Community Strategy	1,037.2
Ministry of Health Promotion	Smoke Free Ontario	100.0
MOHLTC	Cognos Report Net 2.0 Training Symposium	116.0
MOHLTC	PH Surveillance System	80.6
MOHLTC	Infection Prevention & Control Nurse	80.0

Currently, the acceptance of grants exceeding \$50,000 must be approved by City Council. The approval process of staff reports submitted to the Board of Health, Committees and City Council for approval takes up to three months. After the grants are approved by City Council, staff hiring and other implementation steps further delay program implementation. This has been a limiting factor in TPH's ability to meet the requirements of the grants and adhere to project deadlines.

Unspent grants must be returned to the grant provider at the end of the project or fiscal year.

COMMENTS

Funds have been confirmed from the following:

- The MOHLTC will provide one-time funding in 2009 to continue the Nursing Graduate Guarantee Program Phase 3, starting in May 2009. An increase of \$353.7 thousand gross and \$0.0 net is required to reflect funding requirements for 10 temporary Public Health Nurses for 6 months in 2009.
- The PHAC approved funding of \$75.0 thousand gross and \$0.0 net for the Enhanced Hepatitis Strain Surveillance System (EHSSS), for the period starting December 2008 and ending in March 2010. The program will involve collection of information relative to newly identified cases of hepatitis B and C, including demographics and risk factor information. TPH will carry out further investigation in order to provide the PHAC with additional EHSSS information requirements. For 2009 TPH will receive \$61.3 thousand gross and \$0.0 net, with the balance of \$13.7 thousand gross and \$0.0 net to be received in 2010. The addition of 1 temporary Public Health Inspector position will be required.

Policy Related to Grants

A grant is defined as a sum of money given by an organization for a designated purpose. Grants are often made with the aim of achieving specific community benefits. Terms and conditions which identify specific purposes and deliverables are normally attached to a grant.

In some circumstances, the Medical Officer of Health is required to enter into a contractual agreement with an organization making a grant. This agreement stipulates a requirement to apply the grant to a specific purpose. Currently, City Council approval is required to amend the Operating Budget when a grant would result in a material financial impact greater than \$50,000. The proposed change to the existing policy will enable the Medical Officer of Health to accept and use grants received by TPH that will cover the program cost at 100 percent. This will improve responsiveness, the ability to meet the terms and conditions of the grants and will maximize service efficiencies.

Procedures for Accepting and Managing Grants

Grants designated for specific purposes will be accepted by Toronto Public Health where the necessary revenue account has been established. For accountability purposes, grants are to be credited to the appropriate cost centres of Toronto Public Health. When the approval of grants is received prior to the budget submission, the funding of eligible expenditures are planned and approved in accordance with the operating budget approval process. If the grants are received after the budget submission, an in-year budget adjustment is prepared to record the eligible expenditures and associated revenue budgets in the appropriate cost centres.

CONTACT

Shirley MacPherson
Director, Finance & Administration
Toronto Public Health
Tel: 416-392-7467
Fax: 416-392-0713
Email: smacphe@toronto.ca

SIGNATURE

Dr. David McKeown
Medical Officer of Health