

Joint Funding Reform Forum (JFRF) Terms of Reference

Overall Mandate	<ul style="list-style-type: none"> • A Joint Forum through which the views of the nonprofit sector in Ontario can inform the planning and implementation of the Ontario Government’s funding reform and transfer payment modernization initiatives, as well as explore and surface new funding reform opportunities and issues as they arise as a means of ensuring the sustainability of Ontario’s transfer payment system.
Context	<ul style="list-style-type: none"> • The Government of Ontario and the nonprofit sector are partners in delivering services to meet the needs of Ontarians. There is a shared interest in simplifying, streamlining and standardizing the funding relationship between the Government of Ontario and the nonprofit sector to better manage risk, and ultimately to produce better results for all citizens of Ontario.
Purpose	<ul style="list-style-type: none"> • To model an open government approach of transparency and collaboration by facilitating and fostering an open and creative dialogue that brings a community-based nonprofit sector perspective to issues relating to public service modernization and in recognition of the vital role of the nonprofit sector. • More specifically, to explore funding and program administrative practices that can support the shared objective of efficient and effective cross-government processes that will result in a meaningful reduction of the administrative burden for government and the nonprofit sector and align with risk management principles.
Attributes	<ul style="list-style-type: none"> • Identify and discuss issues of funding reform; table challenges and opportunities, and seek solutions as a way of sustaining the relationship between the sector and government. • Enable current and future cross-government activities to have a simplified and consistent connection to the nonprofit sector • Commit to an open government approach that sees collaboration and meaningful dialogue in both design and implementation • Provide nonprofit sector input and feedback into the work of the Transfer Payment Modernization Project (TPAM), which will be the primary vehicle for moving ahead with implementation of the reforms identified in the Open For Business process.
Membership	<ul style="list-style-type: none"> • 6-8 members each from the Ontario Government and the nonprofit sector in Ontario, as identified by MCIIT and ONN respectively • Term is 2 years; no delegates or representatives permitted on behalf of a Forum member • Representation is based on skillset, knowledge, and senior leadership role • Guests with specific expertise invited to meetings as appropriate • As a Forum, this group may provide advice to both Government and the ONN which is non-binding • Recommendations are made by consensus; where consensus is not possible, the diversity of perspectives will be recorded

Co-Chairs	<ul style="list-style-type: none"> • Two Co-Chairs will be identified; one representing the government and one representing the nonprofit sector • Key roles are to: set meeting agendas with consultation of Forum members; chair/facilitate meetings; liaise with lead staff and Forum members as needed between meetings; ensure minutes are circulated following meetings; ensure appropriate follow-up to tasks and actions identified by the Forum; support and submit progress reports as appropriate
Meetings & Work Teams	<ul style="list-style-type: none"> • Quarterly meetings that are pre-scheduled with both standing and special agenda items; face-to-face meetings held in Toronto; potential teleconference or other virtual meeting mechanism if necessary • Opportunity to respond via email (or other electronic method) to emerging issues between meetings • Work teams may be established on a time limited, as needed basis; reporting back to the Forum, thereby enabling a nimble and flexible structure to deal with emerging and unanticipated issues
Quorum	<ul style="list-style-type: none"> • 50% + 1 of confirmed membership
Resources	<ul style="list-style-type: none"> • Travel costs reimbursed for those outside the Greater Toronto Area • Administrative support provided by MCIIT
Responsibilities & Reporting	<ul style="list-style-type: none"> • MCIIT Deputy Minister reports to Secretary of Cabinet on sector issues and opportunities • MCIIT Deputy Minister and TPAM Sponsoring Deputy Ministers (Ministry of Children and Youth Services and Treasury Board) to receive regular reports on progress • ONN, MCIIT and Government representatives to facilitate timely and appropriate representation from the sector and appropriate Ministries on JFRF work teams • ONN to communicate issues and results to its constituency (Ontario's nonprofit sector) • TPAM to provide ongoing reporting and dialogue on their modernization work on transfer payment administration with the sector through this Forum
Date Approved	<ul style="list-style-type: none"> • April 23, 2015
Date of Last Review	<ul style="list-style-type: none"> • April 23, 2015