

**ACTION PLAN IMPLEMENTATION STATUS UPDATE
REPORT TO THE AUDIT COMMITTEE - AS OF SEPTEMBER 30, 2010**

REGIONAL OPERATIONS, CHIEF FINANCIAL OFFICER			
AUDIT OF CAPACITY DEVELOPMENT (200721) AEC APPROVAL DATE: 03/06/2009			
PROJECT RECOMMENDATIONS	ACTION PLAN	EXPECTED COMPLETION DATE	PROGRAM RESPONSE
		comes first	Work is underway on the following improvements to capacity development: a horizontal departmental performance measurement strategy is being developed with representation from all sectors that have capacity development programming; a revised coordinated governance structure and approach to capacity development is being developed; and opportunities are being identified and pursued to reduce the administrative and reporting burden on communities and internally. AES: Underway
3. Develop performance measurement plans and supporting data collection regimes (e.g., adjust program guides, applications, and reporting templates to support data collection at the project level).	Develop performance measurement plans and data collection regimes. Gather and document baseline measures and indicators at time of renewal. Develop and implement training on performance measurement and data collection. Adjust applications, recipient reporting as needed to gather data.	At time of program renewal or by March 2011, which ever comes first	Status: In Progress Update/Rationale: As of 30/09/2010: Work is underway on the following improvements to capacity development: a horizontal departmental performance measurement strategy is being developed with representation from all sectors that have capacity development programming; a revised coordinated governance structure and approach to capacity development is being developed; and opportunities are being identified and pursued to reduce the administrative and reporting burden on communities and internally. AES: Underway
4. Undertake a risk assessment with the Region's to determine that each Region's implementation approach ensures the	Consistent approaches are required across regions for implementation of national programs. INAC is currently working to	April 2010	Status: Update/Rationale:

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program is delivered as approved; is compliant with the <i>Policy on Transfer Payments</i> and Program Authorities; has effective program management; and mechanisms are in place to monitor and evaluate program performance.	ensure standardized approaches for new and renewed programs are implemented across regions in accordance with program design and that have performance measurement and risk management strategies as elements of these.		As of 30/09/2010: AES: No action
5. Establish a monitoring regime of Regional implementation of programs to confirm that key national elements of the program, including performance measurement, have in fact, been implemented as approved.	The Senior ADM, Regional Operations, in collaboration with the CFO and Program ADM's, will develop and operationalize a Department-wide Quality Management Program for Grants and Contributions. The QMP will be designed to address the specific issues regarding roles and responsibilities of key stakeholders and the promotion of a risk-based approach to compliance reviews. Guidance will be developed regarding acceptable staffing/organizational models for compliance reviews with a view to promoting consistency and appropriate segregation of duties. The QMP will be developed by December 31, 2009 and implemented by June 30, 2010.	June 30, 2010	Status: Update/Rationale: As of 30/09/2010: AES: No action
6. Align agreement templates and associated source documents (e.g., proposals and work plan templates) with requirements of the <i>Directive on Transfer Payments</i> and with Program T&Cs.	Adjust/develop compliant templates including new funding approaches (fixed, flexible, block). Develop and implement training on use of new funding approaches	At time of program renewal or by March 2011, which ever comes first	Status: Update/Rationale: As of 30/09/2010: AES: No action

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	<p>Refer to TB approval documents in annual review of Program specific T&C</p> <p>Adjust proposal /workplan templates to require monthly cash flow forecast by applicants to determine advance requirements</p> <p>Implementation of Quality Assurance reviews (compliance of funding agreements)</p>		
<p>7. Develop and implement a risk-based approach for monitoring recipients and/or projects for compliance with the funding agreement and the Program T&Cs.</p>	<p>The Senior ADM, Regional Operations, in collaboration with the CFO and Program ADM's, will develop and operationalize a Department-wide Quality Management Program for Grants and Contributions. The QMP will be designed to address the specific issues regarding roles and responsibilities of key stakeholders and the promotion of a risk-based approach to compliance reviews. Guidance will be developed regarding acceptable staffing/organizational models for compliance reviews with a view to promoting consistency and appropriate segregation of duties. The QMP will be developed by December 31, 2009 and implemented by June 30, 2010.</p>	<p>June 30, 2010</p>	<p>Status:</p> <p>Update/Rationale: As of 30/09/2010:</p> <p>AES: No action</p>