



**Ministry of Health**

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March 27, 2020

**MEMORANDUM TO: All Child and Youth Mental Health Payment Agencies**

**FROM: Ragaven Sabaratnam  
A/Assistant Deputy Minister Division**

**SUBJECT: COVID-19 Pandemic Related Spending**

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The Ministry of Health (MOH) along with our other ministry partners, continues to respond to the COVID-19 pandemic. We are committed to maintaining the safety of our transfer payment agencies and their clients, and we know that having the right resources in place will allow you to do this.

The purpose of this communication is to **confirm that unspent 2019-20 funds** can be used to support expenditures related to Covid-19 to ensure your organization, clients and your staff are safe. As per the original terms of your transfer payment agreement, funds must be spent by March 31, 2020.

This communication is also **pre-approval for transfer payment agencies to use 2020-21 funding for Covid-19 related expenditures that support business continuity and the safe delivery of services.**

At this time, we are defining expenditures related to Covid-19 to include:

- Personal Protective Equipment (including masks, sanitizing wipes, hand sanitizer, gloves, gowns);
- Backfilling for positions of people who are required to self-isolate or self-quarantine;
- Increased staffing needs for live-in treatment settings while schools are closed;
- Supporting the purchase of equipment and/or to meet the increased need for expanded mobile services, i.e. cell phones and cellular data plans to support virtual service delivery;
- The use of hotels and other measures as temporary/alternate accommodations for clients if required to support isolation/social distancing; and

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- Supporting the provision of essential goods and supplies to Indigenous children, youth, families and communities.

Please talk to your ministry Program Supervisor if you have questions/concerns related to this list.

We ask that you please **track any Covid-19 spending separately** and that you continue to do so until a future communication. **This spending needs to appear in your audited financial statements for 2019-20 and 2020-21 and an attestation from the auditor is required.**

Any costs incurred above your currently approved operating funding allocation, that is directly related to the COVID19 pandemic, should be tracked and will be reviewed upon submission of your claims for reimbursement of expenses.

I'd also like to reassure you that as in the past, your base funding will roll over on April 1, 2020. Please note that this communication relates to your MOH funding exclusively.

Further, please note that for the period of April 1<sup>st</sup> to September 30<sup>th</sup> of the 2020-21 funding year, transfer payment agencies will not be held accountable to meet predefined service targets or performance measures. Organizations will be required to report on what progress was made on these elements but not until Q2 of the 2020-21 funding year. This information will not be used for compliance but will be used to support ongoing transparency and accountability measures required by the Government.

As you know, the ministry is also preparing to adopt the Transfer Payment Ontario platform for child and youth mental health service providers to support the service contracting process for 2020-21. However, due to the heightened level of concern related to the spread of COVID-19, the ministry is pausing all work to onboard TPON at this time. This will not impact the way you receive funds from the ministry. In the meantime, the service contracting process for the 2020-21 funding year and the timelines for 2019-20 Transfer Payment Budget Package TPR Q4 Report and year-end reconciliation are being deferred until further notice.

As always, please contact your ministry program contact/program supervisor with any additional questions.

Thank you for your ongoing support of children, youth and families in Ontario during this difficult time. We appreciate the dedication of your organizations and your staff under these challenging circumstances.

Original Signed By

Ragaven Sabaratnam  
A/Assistant Deputy Minister  
Mental Health and Addictions