MGI Implementation Fund

Meeting of MGI Executives

Chief Information Officer Branch

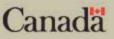**Treasury Board Secretariat**

March 12, 2004

Canada

Background

Rationale for the fund:

- Progress in implementing the MGI has generally been slow

- Institutions lack adequate resources to build and sustain a strong IM program

- Small institutions indicate that they lack resources to carry out basic IM assessment

Management of Government Information Policy Implementation (Treasury Board Secretariat)

Proposed: $6.0M - Across two fiscal years

Rational: Initial research supported by numerous studies and surveys conducted over the past two years has indicated that the maturity of IM planning and implementation varies significantly across departments and agencies. Research also indicates that progress in implementing the policy is generally slow and that institutions lack adequate resources to build and sustain a strong IM program.
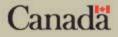
Proposal: A two year program on cost shared basis to help:
1. Small departments/agencies to assess their IM capacity and develop an implementation plan up to 60K each up to 1M overall.
2. Implementation projects up to 150K each up to 5M overall:
   a. Department/agency enterprise wide implementation - supported with an IM strategy based on IM assessment mapped to the IM Capacity Check with DM sign off
   b. Horizontal initiatives – clustering to develop common approaches to similar gaps identified through IM assessments and plans
   c. Innovative projects with transferable results – addresses common problems such as legacy records or challenges of IM in a large department with regional components (may require a higher level of funding depending on assessment of GoC value – proposal driven).

Decision making by Information Management Policy Committee.

Unresolved Issues: Process and the mechanics to access funds; consultation with departments and Agencies on terms of program; definition of roles and responsibilities between TBS and PWGSC.
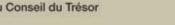
TIMS Decision

- January 23, 2004
- 2 year $6 million fund to support implementation of the Management of Government Information Policy
- Oversight role assigned to the Information Policies Committee (IMPC)
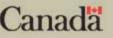
Funding Profile 2004-2006

- IMPC approved 3 project funding categories
  - $ 1 million to support small agencies to conduct IM assessments and strategies
  - $ 3 million to support small to mid-size projects to implement projects based on IM plans
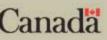 - $ 2 million reserved for large horizontal projects with transferable results

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Eligibility Criteria

Mandatory Criteria for all projects

Rated Criteria for small, mid-size and large projects

1. Horizontal benefits
2. Sustainability
3. Impact
4. Innovativeness

Specific screening criteria for small and mid-size and for large projects

Treasury Board of Canada
Secretariat

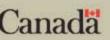Secrétariat du Conseil du Trésor
du Canada

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Project Proposal Submissions

Principle of Strong Community Involvement & Support

- Call letter by end of March to all departments and agencies from M. d'Auray
  - 2 intakes: FY04-05 and FY 05
- Preliminary review
  - ensure mandatory criteria are met, projects are aligned and duplication is avoided
- Formal review and rating of project proposal (end May-2003)
  - Expert review teams established shortly
  - IMCC will review community development proposals
- Formal review/approval of project charters and plans (July 2003)
- Recommended slate of projects presented to IMPC

Reporting Requirements

Principle of light but effective oversight

- Small agencies:
  - proposal, signed MOU, completed IM assessment & plan
- Small to mid-size projects:
  - proposal, signed MOU, project charter and plan and final report
- Large projects:
  - proposal, MOU, partnership agreements, project charter and plan, quarterly and final report
  - may require PPA and EPA if greater than departmental authority
- All projects would share results through IMPC, IM development venues or as best practices through IM Portal