

DCC - Digital Modernization and Adoption Plan (DMAP)

Eligible Use of Funds:

Eligible expenses include costs and activities directly related to achieving the objectives for which the OCI funding was granted. All procurement activities must conform to the [Broader Public Sector Accountability Act \(BPSAA\)](#).

Eligible Expenses:

1. Actual Digital Adoption Consultant (sub-contractor) costs directly attributable to and necessary for the completion of the project and are not wholly or partially for another purpose. This includes actual cash outlays that must be documented through invoices and proof of payments - and are subject to verification by an independent auditor.

Evidence of payment must be maintained for audit purposes. Costs incurred outside Ontario are ineligible.

Retroactive Expenses:

OCI will acknowledge expenses after the approval date. In cases where an application is not approved and activated, expenses are incurred at the risk of the Applicant.

Notes:

GAAP is a collection of commonly followed accounting rules and standards for financial reporting. The purpose of GAAP is to ensure that financial reporting is transparent and consistent from one organization to another.

Eligible Expenditures Guide

OPERATING EXPENSES:

Eligible Expenses	Ineligible Expenses
<p>✓ DMAP project costs related to the development or improvement of a Digital Modernization and Adoption Plan:</p> <ul style="list-style-type: none"> • Adoption Consultant (sub-contractor) fees if: • approved by OCI management prior to the start of the project and • if procured in accordance with the BPSAA Procurement Directive and • Digital Adoption Consultant is on the DCC roster of approved vendors. 	<ul style="list-style-type: none"> ⊗ Costs not directly associated with meeting the deliverables and milestones as specified in the funding agreement with OCI ⊗ Expenses of a personal nature ⊗ Ongoing cost of production ⊗ Interest cost on capital leases ⊗ General working capital requirement ⊗ Costs related to staff awards and recognition ⊗ Bonuses, dividends, and cash incentives ⊗ Cost of merger and acquisition ⊗ Monthly parking fees ⊗ Meals and entertainment expenses, gifts, and alcoholic beverages ⊗ Expenses associated with lobbying or government relations activities ⊗ Tax expenses (including but not limited to sales taxes, tax filing, income taxes) ⊗ Allowance for interest on invested capital, bonds, debentures, bank, or other loans together with related bond discounts and finance charges ⊗ Infrastructure costs ⊗ Tangible capital costs such as, but not limited to, land, buildings, and vehicles ⊗ Any cost not related to sub-contractor expenses