



## DEPARTMENT OF CHILDREN AND FAMILIES

### OFFICE OF INSPECTOR GENERAL INTERNAL AUDIT

*Enhancing Public Trust in Government*



George H. Sheldon  
Secretary

Jason Emilios Dimitris  
Interim Inspector General

*Project C-0910DCF-328*

*August 5, 2010*

### ***Recovery Act Update: Assisting the Department with Meeting Expectations of Accountability and Transparency***

This consulting report provides a brief summary of the Internal Audit Unit's data review activities from October 2009 through July 2010. The Office of Inspector General, Internal Audit Unit is engaged in on-going efforts to assist the Department with meeting the expectations of accountability and transparency of the American Recovery and Reinvestment Act (ARRA) of 2009. These efforts include providing assistance with reviewing the Department's Recovery Act data at various stages of the reporting process.

Section 1512 of the Recovery Act requires reporting primarily on the amount of funds received and expended or obligated, and an estimate of the number of jobs created and retained. For Florida state agencies, a centralized data system, FlaReporting, is used to collect Recovery Act data and upload the data to the centralized federal system, FederalReporting.gov.

The Department has two grants that are subject to Recovery Act reporting requirements: the Homeless Prevention and Rapid Re-Housing Program (HPRP) grant and the Recovery Services, Training, Officers and Prosecutors (STOP) Violence Against Women formula grant. The funding from these grants is allocated primarily to contracts and subgrants with providers throughout the state.

DCF contract managers and Program Office staff initially receive and review Recovery Act quarterly data reports from providers. The Program Offices forward the quarterly reports to the Internal Audit Unit for review and to the Office of Revenue Management for additional review and entry into FlaReporting.

Prior to final submission of data into FlaReporting, the Internal Audit Unit conducts a reasonableness review of the quarterly reports. The review includes:

- A comparison of data reported for the current period with data reported for the previous reporting periods.
- A comparison of the quarterly reports with information available from the DCF contracting and financial information systems.

- A detailed review of a sample of data from the quarterly reports to include re-calculation of the number of jobs reported.
- A comparison of the quarterly reports with preliminary data entered into FlaReporting and available supporting documentation.

During each of the four previous reporting periods, the Internal Audit Unit detected only minor errors, which were promptly corrected. When corrections have been made, the Program Offices have provided revised reports to the Internal Audit Unit, and the corrections were verified in FlaReporting.

When the Internal Audit Unit, Program Offices and the Office of Revenue Management complete their reviews of the data in FlaReporting, the Acting Staff Director for Revenue Management conducts a final review and approves the final submission. Internal Audit Unit staff then reviews the data again after the upload to the FederalReporting system and monitors both systems for changes.

Audits are in process for certain Recovery Act funded subgrant agreements and contracts. These audits will include reviews of supporting documentation for reporting.

We appreciate the cooperation of the staff of the Offices on Homelessness and Domestic Violence and the Office of Revenue Management, and look forward to continuing to provide assistance with meeting the Department's reporting responsibilities.

This project was conducted in accordance with applicable standards of the *International Standards for the Professional Practice of Internal Auditing*, published by the Institute of Internal Auditors. The project was conducted by Theresa Skipper under the supervision of Jerry Chesnutt, Director of Auditing, (850) 488-8722.

This report is available on our website: [http://www.dcf.state.fl.us/admin/ig/pubs\\_ia.shtml](http://www.dcf.state.fl.us/admin/ig/pubs_ia.shtml)