

Data Quality Review

October 15, 2009

Internal Audit staff has worked closely with the staff and management of the Energy Office providing technical assistance during the implementation and administration of the ARRA programs. Internal Audit staff has also performed data element quality review on all 1512 reporting through September 30, 2009.

- Attended various program meetings to discuss the implementation process of the ARRA funding.
- Reviewed the template to be used for subrecipient agreements to ensure that all ARRA requirements were included in the agreement.
- Met with program staff to assess their understanding of the required data elements for 1512 reporting and provided technical assistance as needed.
- Reviewed the procedures and processes established by program staff.
- Performed a Risk Readiness review of ARRA programs.
- Maintain audit log and files to include meetings, discussions and documents provided by the Energy Office.
- Attended various ARRA related training events.
- Reviewed 100% of static and performed sample testing of variable data reported by the program staff and/or sub recipients.
- Traced ARRA reported data from agency data to the Florida reporting system to the Federal reporting system to verify accuracy of data reported.