

Cook County, Illinois
Report on Federal Awards
(In accordance with the Single Audit Act
Amendments of 1996, and OMB Circular A-133)
For the Fiscal Year Ended November 30, 2013



COOK COUNTY, ILLINOIS

SINGLE AUDIT REPORT

NOVEMBER 30, 2013

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INDEPENDENT AUDITOR'S REPORT
ON SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

To the Board of Commissioners of
Cook County, Illinois

We have audited the accompanying Schedule of Expenditures of Federal Awards (Schedule) of **Cook County, Illinois** (the County) for the year ended November 30, 2013.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statement in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of a financial statement that is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on the financial statement based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, "*Audits of States, Local Governments, and Non-Profit Organizations*". Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether the financial statement is free of material misstatement.

An audit involves performing procedures to obtain evidence about the amounts and disclosures in the financial statement. The procedures selected depend on the auditor's judgment, including the assessment of risks of the material misstatement of the financial statement, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statement in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statement.

Auditor's Responsibility (Continued)

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the schedule of expenditures of federal awards referred to above presents fairly, in all material respects, the expenditures of federal awards of the County for the year ended November 30, 2013 in conformity with the accounting principles generally accepted in the United States of America.

Washington, Pittman & McKeever, LLC

WASHINGTON, PITTMAN & McKEEVER, LLC

**Chicago, Illinois
May 30, 2014**

COOK COUNTY, ILLINOIS
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED NOVEMBER 30, 2013

Federal Grantor/Pass-Through Grantor/Program Name	CFDA Number	Pass-Through Grantor's Number	County Business Unit	Responsible County Department	Federal Expenditures
U.S. DEPARTMENT OF AGRICULTURE					
Pass-Through Programs From:					
<i>Illinois State Board of Education</i>					
Child Nutrition Cluster:					
School Breakfast Program					
Child Nutrition Program	10.553	15-016-472P-00	4400638	Juvenile Temporary Detention Center	\$ 171,802
National School Lunch Program					
Child Nutrition Program	10.555	15-016-472P-00	4400638	Juvenile Temporary Detention Center	325,675
Child Nutrition Program - Non-cash Award	10.555	15-016-472P-00	N/A	Juvenile Temporary Detention Center	23,097
Total Child Nutrition Cluster					<u>520,574</u>
<i>Illinois Department of Human Services</i>					
Special Supplemental Nutrition Program for Women, Infants and Children					
IDHS Supplemental WIC	10.557	11GQ02044	9461108	Stroger Hospital	478,336
IDHS Supplemental WIC	10.557	FCSRE00833	9461208	Stroger Hospital	254,304
IDHS Supplemental WIC	10.557	FCSQ00833	9461308	Stroger Hospital	78,541
IDHS Supplemental WIC	10.557	011GQ02043	9791101	Public Health	712,126
IDHS Supplemental WIC	10.557	FCSRE00832	9791201	Public Health	3,128,798
IDHS Supplemental WIC	10.557	FCSRE00833	9791301	Public Health	991,298
Supplemental Food WIC - Non-Cash Award	10.557	N/A	N/A	Public Health	9,979,434
Total Special Supplemental Nutrition Program for Women, Infants and Children					<u>15,622,837</u>
<i>Illinois Department of Public Health</i>					
Summer Food Service Program for Children					
IDHS Food Inspections	10.559	95280799	9751102	Public Health	3,400
IDHS Food Inspections	10.559	95280799	9751202	Public Health	3,400
Total Summer Food Service Program for Children					<u>6,800</u>
Total U.S. Department of Agriculture					<u>16,150,211</u>
U.S. DEPARTMENT OF DEFENSE					
Direct Programs:					
Law Enforcement Support Office (LESO)					
LESO 1033 Program - Non-Cash Award	12.XXX	*	N/A	N/A	Emergency Mgt Homeland Security
					<u>4,890,083</u>
Total U.S. Department of Defense					<u>4,890,083</u>
U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT					
Direct Programs:					
CDBG - Entitlement Grants Cluster:					
Community Development Block Grants/Entitlement Grants					
Neighborhood Stabilization Program 1 (NSP 1)	14.218	*	N/A	7530901	Department of Planning and Development
Neighborhood Stabilization Program 1 (NSP 3)	14.218	*	N/A	7531101	Department of Planning and Development
CDBG Demolition Program	14.218	*	N/A	7960001	State's Attorney
Community Development Block Grant	14.218	*	N/A	9421201	Department of Planning and Development
Community Development Block Grant	14.218	*	N/A	9421202	Department of Planning and Development
Community Development Block Grant	14.218	*	N/A	9421204	Department of Planning and Development
Community Development Block Grant	14.218	*	N/A	9421206	Department of Planning and Development
Community Development Block Grant	14.218	*	N/A	9421207	Department of Planning and Development
Community Development Block Grant	14.218	*	N/A	9421208	Department of Planning and Development
Community Development Block Grant	14.218	*	N/A	9421212	Department of Planning and Development
Community Development Block Grant	14.218	*	N/A	9421301	Department of Planning and Development
Community Development Block Grant	14.218	*	N/A	9428225	Department of Planning and Development
Total CDBG - Entitlement Grants Cluster					<u>32,887,126</u>
Emergency Solutions Grant Program					
Emergency Shelter	14.231	N/A	9411101	Department of Planning and Development	(50,575)
Emergency Shelter	14.231	N/A	9411102	Department of Planning and Development	199,217
Emergency Shelter	14.231	N/A	9411103	Department of Planning and Development	84,805
Emergency Shelter	14.231	N/A	9411104	Department of Planning and Development	277,969
Emergency Shelter	14.231	N/A	9411201	Department of Planning and Development	60,894
Emergency Shelter	14.231	N/A	9411203	Department of Planning and Development	28,464
Emergency Shelter	14.231	N/A	9411204	Department of Planning and Development	194,351
Emergency Shelter	14.231	N/A	9411205	Department of Planning and Development	63,017
Emergency Shelter	14.231	N/A	9411206	Department of Planning and Development	41,619
Emergency Shelter	14.231	N/A	9411207	Department of Planning and Development	1,033
Emergency Shelter	14.231	N/A	9411301	Department of Planning and Development	11,574
Emergency Shelter	14.231	N/A	9418224	Department of Planning and Development	(317,834)
Total Emergency Solution Grant Program					<u>594,534</u>
HOME Investment Partnerships Program					
HOME Investment Partnerships Program	14.239	*	N/A	7721201	Department of Planning and Development
HOME Investment Partnerships Program	14.239	*	N/A	7721301	Department of Planning and Development
HOME Investment Partnerships Program	14.239	*	N/A	7728202	Department of Planning and Development
Total HOME Investment Partnerships Program					<u>4,665,151</u>
Total U.S. Department of Housing and Urban Development					<u>38,854,774</u>
U.S. DEPARTMENT OF INTERIOR					
Direct Programs:					
U.S Geological Survey, Research and Data Collection					
Acquisition Digital Orthoimagery	15.808	N/A	7431001	Geographic Information System	125,000
Total U.S. Department of Interior					<u>125,000</u>

See Accompanying Notes to Schedule of Expenditures of Federal Awards

COOK COUNTY, ILLINOIS
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED NOVEMBER 30, 2013

Federal Grantor/Pass-Through Grantor/Program Name	CFDA Number	Pass-Through Grantor's Number	County Business Unit	Responsible County Department	Federal Expenditures
U.S. DEPARTMENT OF JUSTICE					
Direct Programs:					
Services for Trafficking Victims					
Human Trafficking Task Force	16.320	N/A	6251001	State's Attorney	(4,425)
Human Trafficking Task Force	16.320	N/A	6251201	State's Attorney	258,442
Total Services for Trafficking Victims					254,017
Missing Children's Assistance					
Internet Crimes	16.543	N/A	6231001	State's Attorney	53,379
ARRA - Edward Byrne Memorial State and Local Law Enforcement Assistance Discretionary Grant Program					
Internet Crimes	16.580	N/A	6110901	State's Attorney	57,096
Edward Byrne Memorial State and Local Law Enforcement Assistance Discretionary Grant Program					
Internet Crimes	16.580	N/A	6360801	State's Attorney	159,864
Internet Crimes	16.580	N/A	6361101	State's Attorney	304,865
Total Edward Byrne Memorial State and Local Law Enforcement Assistance Discretionary Grants Program					464,729
					521,825
Drug Court Discretionary Program					
GEMS Family Drug Court	16.585	N/A	7751101	Chief Judge	1,287
Grants to Encourage Arrest Policies and Enforcement of Protection Orders Program					
D.V. Targeted Abuser Call	16.590	N/A	6131101	State's Attorney	497,207
State Criminal Alien Assistance Program					
State Criminal Alien Assistance Program	16.606	N/A	N/A	Chief Financial Officer/Sheriff	1,565,152
Protecting Inmates & Safeguarding Communities Discretionary Grant Program					
Prison Rape Elimination	16.735	N/A	6571101	Sheriff	76,533
Paul Coverdell Forensic Sciences Improvement Grant Program					
Coverdell Forensic Science	16.742	N/A	8421201	Medical Examiner	175,000
Criminal and Juvenile Justice and Mental Health Collaboration Program					
Mental Health Collaboration	16.745	N/A	9860901	Sheriff	23,316
Economic High-Tech and Cyber Crime Prevention					
Property Crime Enforcement	16.752	N/A	6281101	State's Attorney	46,739
Property Crime Enforcement	16.752	N/A	6281301	State's Attorney	26,387
Property Crime Enforcement	16.752	N/A	6971201	Sheriff	74,108
Total Economic High-Tech and Cyber Crime Prevention					147,234
Second Chance Act Prisoner Reentry Initiative					
Second Chance Reentry	16.812	N/A	6561001	Sheriff	112,000
Second Chance Reentry	16.812	N/A	6811001	Chief Judge	226,465
Westcare Program	16.812	N/A	6881001	Sheriff	199,540
Total Second Chance Act Prisoner Reentry Initiative					538,005
Total Direct Programs					3,852,955
Pass-Through Programs From:					
<i>Illinois Criminal Justice Information Authority</i>					
Juvenile Accountability Block Grants					
Project Reclaim	16.523	508320	6621101	Justice Advisory Council	33,918
Project Reclaim	16.523	509321	6631101	Justice Advisory Council	14,540
Project Reclaim	16.523	509321	6991301	Justice Advisory Council	20
Pre-Employment Program	16.523	509014	8331101	State's Attorney	194,960
Pre-Employment Program	16.523	509014	8331102	State's Attorney	90,124
Pre-Employment Program	16.523	510014	8331201	Justice Advisory Council	240,464
Pre-Employment Program	16.523	510014	8331202	Justice Advisory Council	34,440
Pre-Employment Program	16.523	509314	8331301	State's Attorney	22,394
Pre-Employment Program	16.523	509214	8331302	State's Attorney	29,977
Pre-Employment Program	16.523	509314	8351301	Chief Judge	27,287
Total Juvenile Accountability Block Grants					688,124
National Criminal History Improvement Program (NCHIP)					
Disposition Reporting	16.554	710001	7411101	Clerk of the Circuit Court	64,440
Crime Victim Assistance					
Ser. Cook County Victim	16.575	211161	6151101	State's Attorney	161,352
Ser. Cook County Victim	16.575	211261	6151301	State's Attorney	286,947
Prosecution Based Victim	16.575	211041	7621201	State's Attorney	8,251
Prosecution Based Victim	16.575	211241	7621301	State's Attorney	687,683
Total Crime Victim Assistance					1,144,233

See Accompanying Notes to Schedule of Expenditures of Federal Awards

COOK COUNTY, ILLINOIS
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED NOVEMBER 30, 2013

Federal Grantor/Pass-Through Grantor/Program Name	CFDA Number	Pass-Through Grantor's Number	County Business Unit	Responsible County Department	Federal Expenditures
U.S. DEPARTMENT OF JUSTICE (Continued)					
Pass-Through Programs From (Continued):					
<i>Illinois Criminal Justice Information Authority (Continued):</i>					
Violence Against Women Formula Grants					
HTTF Equipment	16.588	*	409054	6611201	State's Attorney 25,000
D.V. Sexual Assault	16.588	*	609917	6921001	Sheriff 9,955
Domestic Violence Prosecution Coord.	16.588	*	610010	7561201	State's Attorney 53,290
Domestic Violence Prosecution Coord.	16.588	*	611010	7561301	State's Attorney 544,910
Total Violence Against Women Formula Grants					633,155
<i>University of Illinois</i>					
Project Safe Neighborhoods					
Project Safe Neighborhood	16.609		2011-GP-BX-0053	6531101	State's Attorney (7,498)
Project Safe Neighborhood	16.609		2011-GP-BX-0053	6531201	State's Attorney 110,053
Total Project Safe Neighborhoods					102,555
<i>Illinois Criminal Justice Information Authority</i>					
JAG Program Cluster:					
Edward Byrne Memorial Justice Assistance Grant Program					
DNA Training Prosecution	16.738	*	408229	6481101	State's Attorney (25,628)
Female DUI Offenders	16.738	*	407110	8251001	Chief Judge (15,525)
Female DUI Offenders	16.738	*	409110	8251201	Chief Judge 1,876
Complex Drug Prosecution	16.738	*	409189	8301101	State's Attorney (184,085)
Complex Drug Prosecution	16.738	*	410089	8301201	State's Attorney 934,095
Complex Drug Prosecution	16.738	*	411089	8301301	State's Attorney 220,158
<i>City of Chicago</i>					
Justice Assistance Grant	16.738	*	2007-F2722-IL-DJ	7670801	Justice Advisory Council 77,529
Justice Assistance Grant	16.738	*	2007-F2722-IL-DJ	7670901	Justice Advisory Council 138,379
Justice Assistance Grant	16.738	*	2007-F2722-IL-DJ	7670902	Justice Advisory Council 81,698
Justice Assistance Grant	16.738	*	2007-F2722-IL-DJ	7670903	Justice Advisory Council (5,542)
Justice Assistance Grant	16.738	*	2013-H4359-IL-DJ	7671301	Emergency Mgt Homeland Security 237
Total Edward Byrne Memorial Justice Assistance Grant Program					1,223,192
<i>Illinois Criminal Justice Information Authority</i>					
ARRA - Edward Byrne Memorial Justice Assistance Grant (JAG)					
Program/Grants to States and Territories					
Community Justice Center	16.803	*	809035	6121001	State's Attorney 293,535
Human Trafficking Equipment	16.803	*	809054	6371201	Sheriff 116,615
Forensic DNA	16.803	*	809063	6311301	Public Defender 27,261
Mitigator Project	16.803	*	809060	6321201	Public Defender 49,502
Cold Case Homicide Unit	16.803	*	809034	7951001	State's Attorney 524,423
Domestic Violence Div. Ser.	16.803	*	809032	8381001	Chief Judge 230,737
Adult Redeploy IL	16.803	*	809051.12	9401101	Justice Advisory Council 61,081
Adult Redeploy IL	16.803	*	809051.12	9401103	Justice Advisory Council 281,664
Adult Redeploy IL	16.803	*	809051.12	9401104	Justice Advisory Council 81,444
Adult Redeploy IL	16.803	*	809051.12	9401105	Justice Advisory Council 103,243
Adult Redeploy IL	16.803	*	809051.12	9401107	Justice Advisory Council 35,250
Adult Redeploy IL	16.803	*	193021	9401301	Justice Advisory Council 52,372
Adult Redeploy IL	16.803	*	194021	9401302	Justice Advisory Council 30,962
<i>Illinois Department of Human Services</i>					
Juvenile Redeploy IL	16.803	*	1CSRE02099	8221301	Chief Judge 13,667
Total ARRA - Edward Byrne Memorial Justice Assistance Grant (JAG) Program/Grants to States and Territories					1,901,756
<i>City of Chicago</i>					
ARRA - Edward Byrne Memorial Justice Assistance Grant (JAG)					
Program/Grants to Units of Local Government					
Justice Assistance Grant	16.804	*	2009-F2358-IL-SU	7940901	Justice Adv. Council/Emergency Mgt Homeland Security 1,947,725
Justice Assistance Grant	16.804	*	2009-F2358-IL-SU	7940902	Justice Adv. Council/Emergency Mgt Homeland Security 291,465
Justice Assistance Grant	16.804	*	2009-F2358-IL-SU	7940903	Justice Adv. Council/Emergency Mgt Homeland Security 296,024
Total Edward Byrne Memorial Justice Assistance Grant (JAG) Program/Grants to Units of Local Government					2,535,214
Total JAG Program Cluster					5,660,162
Total Pass-Through Programs					8,292,669
Total U.S. Department of Justice					12,145,624
U.S. DEPARTMENT OF LABOR					
Pass-Through Programs From:					
<i>Illinois Department of Commerce and Economic Opportunity</i>					
WIA Cluster:					
WIA Adult Program					
WIA Title I Adult	17.258		11-681007	9011103	Cook County Works 64,401
WIA Youth Activities					
WIA Title I School Youth	17.259		11-681007	9011101	Cook County Works 48,033
WIA Title I No School Youth	17.259		11-681007	9011102	Cook County Works 234,189
WIA Dislocated Workers					
Administrative Cost Pool	17.260		N/A	9181001	Cook County Works (22)
Administrative Cost Pool	17.260		11-681007	9181101	Cook County Works 1,196
					1,174

See Accompanying Notes to Schedule of Expenditures of Federal Awards

COOK COUNTY, ILLINOIS
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED NOVEMBER 30, 2013

Federal Grantor/Pass-Through Grantor/Program Name	CFDA Number	Pass-Through Grantor's Number	County Business Unit	Responsible County Department	Federal Expenditures	
U.S. DEPARTMENT OF LABOR (Continued)						
Pass-Through Programs From:						
<i>Illinois Department of Commerce and Economic Opportunity (Continued):</i>						
WIA Cluster (Continued):						
WIA Dislocated Worker Formula Grants						
WIA Title I Dislocated	17.278	10-672007	8401104	Cook County Works	100	
WIA Adult Dislocated Workers	17.278	11-681007	9011104	Cook County Works	54,257	
Total WIA Dislocated Worker Formula Grants					55,531	
Total WIA Cluster					402,154	
Total U.S. Department of Labor					402,154	
U.S. DEPARTMENT OF TRANSPORTATION						
Pass-Through Programs From:						
<i>Illinois Department of Transportation</i>						
Highway Planning and Construction Cluster:						
Highway Planning and Construction						
Highway County Road	20.205	OP2-0016-270	9061301	Highway	1,580,957	
Highway Safety Cluster:						
State and Community Highway Safety						
Holiday Mobilization	20.600	OP2-0016-270	6441101	Sheriff	62,337	
Holiday Mobilization	20.600	OP2-0016-270	6441201	Sheriff	38,669	
Total State and Community Highway Safety					101,006	
Alcohol Impaired Driving Countermeasures Incentive Grants I						
Local Alcohol Program	20.601	AL2-0016-153	6901101	Sheriff	74,345	
Local Alcohol Program	20.601	AL2-13-236	6901201	Sheriff	3,460	
Total Alcohol Impaired Driving Countermeasures Incentive Grants I					77,805	
Total Highway Safety Cluster					178,811	
Total U.S. Department of Transportation					1,759,768	
U.S. ENVIRONMENTAL PROTECTION AGENCY						
Direct Programs:						
Air Pollution Control Program Support						
Air Pollution	66.001	N/A	9091001	Environmental Control	5,345	
Air Pollution	66.001	N/A	9091101	Environmental Control	380,437	
Air Pollution	66.001	N/A	9091201	Environmental Control	114,968	
Air Pollution	66.001	N/A	9091202	Environmental Control	106,887	
Total Air Pollution Control Program Support					607,637	
Surveys, Studies, Research, Investigations, Demonstrations, and Special Purpose Activities Relating to the Clean Air Act						
Air Pollution Particulate Monitoring	66.034	N/A	7481001	Environmental Control	(53,105)	
Air Pollution Particulate Monitoring	66.034	N/A	7481101	Environmental Control	78,738	
Air Pollution Particulate Monitoring	66.034	N/A	7481201	Environmental Control	146,649	
Air Pollution Particulate Monitoring	66.034	N/A	7481202	Environmental Control	65,591	
Total Surveys, Studies, Research, Investigations, Demonstrations, and Special Purpose Activities Relating to the Clean Air Act					237,873	
Total Direct Programs					845,510	
Pass-Through Programs From:						
<i>Illinois Emergency Management Agency</i>						
State Indoor Radon Grants						
Radon Awareness	66.032	12COOK	9051101	Environmental Control	4,113	
Radon Awareness	66.032	13COOK	9051201	Environmental Control	66	
Total State Indoor Radon Grants					4,179	
<i>Illinois Department of Public Health</i>						
State Public Water System Supervision						
Potable Water Supply	66.432	25380238	9951101	Environmental Control	25,862	
Potable Water Supply	66.432	35382017A	9951201	Environmental Control	9,699	
Total State Public Water System Supervision					35,561	
Total Pass-Through Programs					39,740	
Total U.S. Environmental Protection Agency					885,250	
U.S. DEPARTMENT OF ENERGY						
Direct Programs:						
ARRA - Energy Efficiency and Conservation Block Grant Program (EECBG)						
Energy Efficiency Retrofit	81.128	*	N/A	9371002	Environmental Control	8,944
Energy Efficiency NSP	81.128	*	N/A	9371004	Environmental Control	137,522
Energy Efficient Local Government	81.128	*	N/A	9371005	Environmental Control	5,288
EE Industrial Bldg & Energy	81.128	*	N/A	9371008	Environmental Control	164,242
EE & MC Strategy	81.128	*	N/A	9371010	Environmental Control	311,685
EE CC Energy Audits	81.128	*	N/A	9371012	Environmental Control	649,152
EE CC Revolving Loan Funds	81.128	*	N/A	9371013	Environmental Control	(446,963)
EE CC Electronic Collection	81.128	*	N/A	9371014	Environmental Control	17,083
Energy Efficient Cook County Composting	81.128	*	N/A	9371015	Environmental Control	34,946
Energy Highway LED Retrofit	81.128	*	N/A	9371016	Environmental Control	126,195
EECBG Personnel & Equipment	81.128	*	N/A	9371017	Environmental Control	445,383
Total U.S. Department of Energy					1,453,477	

See Accompanying Notes to Schedule of Expenditures of Federal Awards

COOK COUNTY, ILLINOIS
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED NOVEMBER 30, 2013

Federal Grantor/Pass-Through Grantor/Program Name	CFDA Number	Pass-Through Grantor's Number	County Business Unit	Responsible County Department	Federal Expenditures
U.S. ELECTION ASSISTANCE COMMISSION					
Pass-Through Programs From:					
<i>Illinois State Board of Election</i>					
Help America Vote Act Requirements Payments					
Election Assistance	90.401	N/A	6190901	County Clerk	325,079
Total U.S. Election Assistance Commission					<u>325,079</u>
U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES					
Direct Programs:					
Substance Abuse and Mental Health Services_					
Projects of Regional and National Significance					
Adult Treatment Drug Courts	93.243	N/A	8601101	Adult Probation	33,982
HIV Prevention Activities_Health Department Based					
Treatment Court Enhancement	93.940	N/A	6501301	State's Attorney	5,194
Coal Miners Respiratory Impairment Treatment					
Clinics and Services					
Black Lung	93.965	N/A	9311101	Stroger Hospital	234,588
Black Lung	93.965	N/A	9311201	Stroger Hospital	3,630
Total Coal Miners Respiratory Impairment Treatment Clinics and Services					<u>238,218</u>
Total Direct Programs					<u>277,394</u>
Pass-Through Programs From:					
<i>Illinois State Board of Election</i>					
Voting Access for Individuals with Disabilities_Grants to States					
Election Assistance	93.617	N/A	6421301	County Clerk	170,262
<i>Great Lakes Hemophilia Foundation</i>					
Maternal and Child Health Federal Consolidated Programs					
Hemophilia	93.110	5H30MC00032-21	8471102	Stroger Hospital	79,203
Hemophilia	93.110	1-U27-DD000-862-0	8471103	Stroger Hospital	90,024
Total Maternal and Child Health Federal Consolidated Programs					<u>169,227</u>
<i>Illinois Department of Public Health</i>					
Centers for Disease Control and Prevention_ Investigations and Technical Assistance					
Breast and Cervical Cancer	93.283	26180007	9971101	Public Health	83,428
Breast and Cervical Cancer	93.283	26180007	9971201	Public Health	71,551
Breast and Cervical Cancer	93.283	46180006B	9971301	Public Health	16,276
Total Centers for Disease Control and Prevention_ Investigations and Technical Assistance					<u>171,255</u>
<i>Illinois Department of Healthcare and Family Services</i>					
Child Support Enforcement					
Expedited Child Support	93.563	*	2011-55-028-K3	7781101	Chief Judge
Expedited Child Support	93.563	*	2011-55-028-K4	7781201	Chief Judge
Expedited Child Support	93.563	*	2014-55-028-K	7781301	Chief Judge
Child Support Enforcement	93.563	*	9KC0K00002	7791201	Clerk of the Circuit Court
Child Support Enforcement	93.563	*	9KC0K00002	7791301	Clerk of the Circuit Court
Child Support Enforcement	93.563	*	1KC0K00003	7811101	Sheriff
Child Support Enforcement	93.563	*	1KC0K00003	7811201	Sheriff
Child Support Enforcement	93.563	*	1KC0K00003	7811301	Sheriff
Child Support Enforcement	93.563	*	2011-55-025-K4	7821201	State's Attorney
Child Support Enforcement	93.563	*	2014-55-025-K	7821301	State's Attorney
Total Child Support Enforcement					<u>13,577,335</u>
Grants to States for Access and Visitation Programs					
Access and Visitation	93.597	2012-55-024-K2a	6201101	Chief Judge	(9,570)
Access and Visitation	93.597	2012-55-024-K4a	6201201	Chief Judge	33,249
Access and Visitation	93.597	2012-55-024-K5a	6201301	Chief Judge	26,311
Total Grants to States for Access and Visitation Programs					<u>49,990</u>
Medicaid Cluster:					
Medicaid Assistance Program					
Medicaid Case Management	93.778	N/A	9741230	Public Health	(3,537)
Total Medicaid Cluster					<u>(3,537)</u>
<i>Illinois Department of Human Services</i>					
Social Services Block Grant					
IDHS Case Management	93.667	FCSST01901	9741106	Public Health	77,883
IDHS Case Management	93.667	FCSRE00770	9741206	Public Health	610,217
IDHS Case Management	93.667	FCSRE00770	9741207	Public Health	109,481
IDHS Case Management	93.667	FCSRE01901	9741306	Public Health	167,096
Total Social Services Block Grant					<u>964,677</u>

See Accompanying Notes to Schedule of Expenditures of Federal Awards

COOK COUNTY, ILLINOIS
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED NOVEMBER 30, 2013

<u>Federal Grantor/Pass-Through Grantor/Program Name</u>	<u>CFDA Number</u>	<u>Pass-Through Grantor's Number</u>	<u>County Business Unit</u>	<u>Responsible County Department</u>	<u>Federal Expenditures</u>
U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES (Continued)					
Pass-Through Programs From (Continued)					
<i>Illinois Department of Public Health</i>					
Immunization Cooperative Agreements					
Immunization Initiative	93.268	15180101	9771101	Public Health	(937)
Immunization Initiative	93.268	15180006	9771201	Public Health	108,867
Immunization Initiative	93.268	35180051A	9771301	Public Health	16,250
Immunization Initiative - Non-Cash Award	93.268	N/A	N/A	Public Health	235,268
Total Immunization Cooperative Agreements					<u>359,448</u>
Public Health Emergency Preparedness					
Bioterrorism Prep/Planning	93.069	27180016	9031101	Public Health	703,686
Bioterrorism Prep/Planning	93.069	37180016A	9031201	Public Health	1,234,096
Bioterrorism Prep/Planning	93.069	47180016B	9031301	Public Health	316,478
Cities Readiness Initiative	93.069	27181099	9201101	Public Health	228,694
Cities Readiness Initiative	93.069	37180099A	9201201	Public Health	186,588
Cities Readiness Initiative	93.069	47180099B	9201301	Public Health	59,879
Risk Based Initiative Funding	93.069	27180123A	9291201	Public Health	44,698
TB Directly Observed	93.069	35180065A	9141301	Public Health	6,000
Total Public Health Emergency Preparedness					<u>2,780,119</u>
Human Immunodeficiency Virus (HIV)/Acquired Immunodeficiency Virus Syndrome (AIDS) Surveillance					
IPHA HIV/AIDS Prevent. Dir.	93.944	1175806	9511301	Public Health	9,609
IPHA HIV/AIDS Prevent. Dir.	93.944	1175806	9551101	Public Health	(20)
Federal Source Aids Health	93.944	25780004	9801101	Public Health	30,712
Federal Source Aids Health	93.944	35780006	9801201	Public Health	148,723
Total Human Immunodeficiency Virus (HIV)/Acquired Immunodeficiency Virus Syndrome (AIDS) Surveillance					<u>189,024</u>
<i>Public Health Institute of Metropolitan Chicago</i>					
ARRA - Prevention and Wellness - Communities Putting Prevention to Work Funding Opportunities Announcement (FOA)					
Communities Putting Prevention to Work	93.724	CDC-RFA-DP09-912	7771001	Public Health	(22,361)
Total Pass-Through Programs					<u>18,405,439</u>
Total U.S. Department of Health and Human Services					<u><u>18,682,833</u></u>
EXECUTIVE OFFICE OF THE PRESIDENT					
Direct Program.					
High Intensity Drug Trafficking Area Program (HIDTA)					
Chicago HIDTA	95.001	N/A	6550903	Sheriff	5,092
Chicago HIDTA	95.001	N/A	6551002	Sheriff	16,475
Chicago HIDTA	95.001	N/A	6551003	Sheriff	67,056
Chicago HIDTA	95.001	N/A	6551005	Sheriff	405
Chicago HIDTA	95.001	N/A	6551006	Sheriff	80,861
Chicago HIDTA	95.001	N/A	6551007	Sheriff	9,689
Chicago HIDTA	95.001	N/A	6551009	Sheriff	114,104
Chicago HIDTA	95.001	N/A	6551010	Sheriff	4,731
Chicago HIDTA	95.001	N/A	6551011	Sheriff	5,468
Chicago HIDTA	95.001	N/A	6551012	Sheriff	16,271
Chicago HIDTA	95.001	N/A	6551013	Sheriff	128,043
Chicago HIDTA	95.001	N/A	6551014	Sheriff	2,566
Chicago HIDTA	95.001	N/A	6551015	Sheriff	15,863
Chicago HIDTA	95.001	N/A	6551102	Sheriff	109,102
Chicago HIDTA	95.001	N/A	6551103	Sheriff	175,863
Chicago HIDTA	95.001	N/A	6551105	Sheriff	4,274
Chicago HIDTA	95.001	N/A	6551106	Sheriff	65,455
Chicago HIDTA	95.001	N/A	6551107	Sheriff	79,774
Chicago HIDTA	95.001	N/A	6551109	Sheriff	161,953
Chicago HIDTA	95.001	N/A	6551111	Sheriff	14,336
Chicago HIDTA	95.001	N/A	6551112	Sheriff	55,243
Chicago HIDTA	95.001	N/A	6551113	Sheriff	128,801
Chicago HIDTA	95.001	N/A	6551115	Sheriff	68,474
Chicago HIDTA	95.001	N/A	6551202	Sheriff	478,454
Chicago HIDTA	95.001	N/A	6551203	Sheriff	705,285
Chicago HIDTA	95.001	N/A	6551205	Sheriff	2,662
Chicago HIDTA	95.001	N/A	6551206	Sheriff	149,911
Chicago HIDTA	95.001	N/A	6551207	Sheriff	34,480
Chicago HIDTA	95.001	N/A	6551209	Sheriff	257,437
Chicago HIDTA	95.001	N/A	6551210	Sheriff	106,213
Chicago HIDTA	95.001	N/A	6551211	Sheriff	15,065
Chicago HIDTA	95.001	N/A	6551212	Sheriff	290,912
Chicago HIDTA	95.001	N/A	6551213	Sheriff	142,296
Chicago HIDTA	95.001	N/A	6551214	Sheriff	3,281
Chicago HIDTA	95.001	N/A	6551215	Sheriff	70,275
Chicago HIDTA	95.001	N/A	6551216	Sheriff	36,728
Chicago HIDTA	95.001	N/A	6551301	Sheriff	7,000
Chicago HIDTA	95.001	N/A	6551302	Sheriff	277,470
Chicago HIDTA	95.001	N/A	6551303	Sheriff	476,056
Chicago HIDTA	95.001	N/A	6551306	Sheriff	68,342
Chicago HIDTA	95.001	N/A	6551307	Sheriff	21,195
Chicago HIDTA	95.001	N/A	6551309	Sheriff	73,818
Chicago HIDTA	95.001	N/A	6551311	Sheriff	11,068

See Accompanying Notes to Schedule of Expenditures of Federal Awards

COOK COUNTY, ILLINOIS
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED NOVEMBER 30, 2013

Federal Grantor/Pass-Through Grantor/Program Name	CFDA Number	Pass-Through Grantor's Number	County Business Unit	Responsible County Department	Federal Expenditures
EXECUTIVE OFFICE OF THE PRESIDENT (Continued)					
Direct Program (Continued)					
High Intensity Drug Trafficking Area Program (HIDTA) Continued:					
Chicago HIDTA	95.001	N/A	6551312	Sheriff	28,682
Chicago HIDTA	95.001	N/A	6551313	Sheriff	91,124
Chicago HIDTA	95.001	N/A	6551315	Sheriff	12,602
Chicago HIDTA (Non-Cash)	95.001	N/A	N/A	Sheriff	2,900,878
Total High Intensity Drug Trafficking Area Program					7,591,133
Total Office of National Drug Control Policy					7,591,133
U.S. DEPARTMENT OF HOMELAND SECURITY					
Pass-Through Programs From:					
<i>Illinois Emergency Management Agency</i>					
Emergency Management Performance Grants					
Emergency Management	97.042	12EMACOOK	6951101	Emergency Mgt Homeland Security	463,309
Emergency Management	97.042	13EMACOOK	6951301	Emergency Mgt Homeland Security	191,818
Total Emergency Management Performance Grants					655,127
Pre-Disaster Mitigation					
Pre-Disaster Mitigation	97.047	FEMA-DR-1771-IL	6471001	Emergency Mgt Homeland Security	30,191
Regional Catastrophic Preparedness Grant Program (RCPGP)					
Homeland Security	97.111	09RCPGPCOO	7861201	Emergency Mgt Homeland Security	20,058
Homeland Security	97.111	10RCPGPCOO	7861202	Emergency Mgt Homeland Security	25,525
Homeland Security	97.111	11RCPGPCOO	7861301	Emergency Mgt Homeland Security	56,725
Total Regional Catastrophic Preparedness Grant Program (RCPGP)					102,308
Homeland Security Grant Program					
Homeland Security	97.067	*	09UASICOOK	7690901	Emergency Mgt Homeland Security (136,956)
Homeland Security	97.067	*	09UASICOOK	7690902	Emergency Mgt Homeland Security (42,225)
Homeland Security	97.067	*	10UASICOOK	7691001	Emergency Mgt Homeland Security 318,679
Homeland Security	97.067	*	10UASICOOK	7691002	Emergency Mgt Homeland Security 2,207,093
Homeland Security	97.067	*	10UASICOOK	7691003	Emergency Mgt Homeland Security 68,801
Homeland Security	97.067	*	10UASICOOK	7691004	Emergency Mgt Homeland Security 704,888
Homeland Security	97.067	*	10UASICOOK	7691005	Emergency Mgt Homeland Security 209,176
Homeland Security	97.067	*	10UASICOOK	7691007	Emergency Mgt Homeland Security 715,143
Homeland Security	97.067	*	10UASICOOK	7691008	Emergency Mgt Homeland Security 89,018
Homeland Security	97.067	*	10UASICOOK	7691009	Emergency Mgt Homeland Security 378,940
Homeland Security	97.067	*	10UASICOOK	7691010	Emergency Mgt Homeland Security 444,246
Homeland Security	97.067	*	10UASICOOK	7691013	Emergency Mgt Homeland Security 45,324
Homeland Security	97.067	*	10UASICOOK	7691014	Emergency Mgt Homeland Security 1,877,241
Homeland Security	97.067	*	10UASICOOK	7691015	Emergency Mgt Homeland Security 899,839
Homeland Security	97.067	*	10UASICOOK	7691016	Emergency Mgt Homeland Security 1,791,475
Homeland Security	97.067	*	10UASICOOK	7691017	Emergency Mgt Homeland Security 427,769
Homeland Security	97.067	*	10UASICOOK	7691018	Emergency Mgt Homeland Security 1,329,280
Homeland Security	97.067	*	10UASICOOK	7691019	Emergency Mgt Homeland Security 1,468,000
Homeland Security	97.067	*	11UASICOOK	7691101	Emergency Mgt Homeland Security 371,416
Homeland Security	97.067	*	11UASICOOK	7691103	Emergency Mgt Homeland Security 689,433
Homeland Security	97.067	*	11UASICOOK	7691104	Emergency Mgt Homeland Security 856,264
Homeland Security	97.067	*	11UASICOOK	7691105	Emergency Mgt Homeland Security 585,908
Homeland Security	97.067	*	11UASICOOK	7691108	Emergency Mgt Homeland Security 362,150
Homeland Security	97.067	*	11UASICOOK	7691109	Emergency Mgt Homeland Security 33,239
Homeland Security	97.067	*	11UASICOOK	7691110	Emergency Mgt Homeland Security 180,035
Homeland Security	97.067	*	11UASICOOK	7691113	Emergency Mgt Homeland Security 842,439
Homeland Security	97.067	*	11UASICOOK	7691114	Emergency Mgt Homeland Security 28,710
Homeland Security	97.067	*	11UASICOOK	7691117	Emergency Mgt Homeland Security 124,065
Homeland Security	97.067	*	11UASICOOK	7691118	Emergency Mgt Homeland Security 144,733
Homeland Security	97.067	*	11UASICOOK	7691119	Emergency Mgt Homeland Security 145,965
Homeland Security	97.067	*	11UASICOOK	7691120	Emergency Mgt Homeland Security 247,040
Homeland Security	97.067	*	11UASICOOK	7691122	Emergency Mgt Homeland Security 83,353
Homeland Security	97.067	*	11UASICOOK	7691123	Emergency Mgt Homeland Security 18,949
Homeland Security	97.067	*	11UASICOOK	7691124	Emergency Mgt Homeland Security 650
Homeland Security	97.067	*	11UASICOOK	7691126	Emergency Mgt Homeland Security 432,141
Homeland Security	97.067	*	11UASICOOK	7691127	Emergency Mgt Homeland Security 59,545
Homeland Security	97.067	*	12UASICOOK	7691205	Emergency Mgt Homeland Security 161,666
Homeland Security	97.067	*	12UASICOOK	7691208	Emergency Mgt Homeland Security 154,942
Homeland Security	97.067	*	12UASICOOK	7691209	Emergency Mgt Homeland Security 18,076
Homeland Security	97.067	*	12UASICOOK	7691214	Emergency Mgt Homeland Security 500,000
Homeland Security	97.067	*	12UASICOOK	7691216	Emergency Mgt Homeland Security 2,762
Homeland Security	97.067	*	12UASICOOK	7691217	Emergency Mgt Homeland Security 39,115
Homeland Security	97.067	*	12UASICOOK	7691219	Emergency Mgt Homeland Security 106,822
Homeland Security	97.067	*	12UASICOOK	7691220	Emergency Mgt Homeland Security 28,751
Homeland Security	97.067	*	12UASICOOK	7691222	Emergency Mgt Homeland Security 53,750
Total Homeland Security Grant Program					19,067,650
Total Pass-Through Programs					19,855,276
Total U.S. Department of Homeland Security					19,855,276
TOTAL EXPENDITURES OF FEDERAL AWARDS					\$ 123,120,662

* Denotes Major Program

COOK COUNTY, ILLINOIS

NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

FOR THE YEAR ENDED NOVEMBER 30, 2013

NOTE 1 - FINANCIAL REPORTING

The accompanying Schedule of Expenditures of Federal Awards (Schedule) includes all federal programs attributable to the County's reporting entity except those administered by the Forest Preserve District of Cook County and its component units, the County Sheriff Equitable Sharing Fund, and the County State's Attorney Narcotics Forfeiture Fund.

The information in this Schedule is presented in accordance with the requirements of the Single Audit Act Amendments of 1996 and OMB Circular A-133, "*Audits of States, Local Governments, and Non-Profit Organizations*". Therefore, some amounts presented in this Schedule may differ from amounts presented in, or used in the preparation of, the basic financial statements.

Federal awards received directly from federal agencies, as well as the federal portion of grants passed through non-federal agencies, are included in the Schedule.

NOTE 2 - BASIS OF ACCOUNTING

The accompanying Schedule has been prepared to include expenditures reported on the modified accrual basis of accounting. Such expenditures are recognized following the cost principles contained in OMB Circular A-87, "*Cost Principles for State, Local, and Indian Tribal Governments*", wherein certain types of expenditures are not allowable or are limited as to reimbursement.

The underlying accounting records for some grant programs are maintained on the modified accrual basis of accounting. Under the modified accrual basis, revenues are recognized when measurable and available for financing current obligations. Available means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are expected to be paid with available expendable resources and are recognized when obligations are incurred.

Accordingly, the accompanying Schedule is not intended to present the financial position and the results of operations in conformity with accounting principles generally accepted in the United States of America.

NOTE 3 - MAJOR PROGRAMS

Major programs are those programs identified in the Summary of Auditor's Results section of the accompanying Schedule of Findings and Questioned Costs, which were determined using a risk-based approach in accordance with the requirements of OMB Circular A-133.

COOK COUNTY, ILLINOIS

NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
(Continued)

FOR THE YEAR ENDED NOVEMBER 30, 2013

NOTE 4 – PAYMENTS TO SUBRECIPIENTS

The County provided expenditures of federal awards to subrecipients as follows:

Program Title	federal CFDA Number	Amount Provided to Subrecipients
CDBG-Entitlement Grants Cluster:		
Community Development Block Grant/Entitlement Grants	14.218	\$ 13,828,090
Neighborhood Stabilization Program 1 (NSP 1)	14.218	3,562,004
Neighborhood Stabilization Program 1 (NSP 3)	14.218	2,447,587
Emergency Shelter Grants Program	14.231	457,527
HOME Investment Partnerships	14.239	539,464
Services for Trafficking Victims	16.320	15,750
Juvenile Accountability Block Grants	16.523	48,458
ARRA - Violence Against Women Formula Grants	16.588	260,503
JAG Program Cluster:		
Edward Byrne Memorial Justice Assistance Grant Program	16.738	27,855
ARRA - Edward Byrne Memorial Justice Assistance Grant (JAG) Program/Grants to States and Territories	16.803	13,667
ARRA - Edward Byrne Memorial Justice Assistance Grant (JAG) Program/Grants to Units of Local Government	16.804	283,063
Criminal and Juvenile Justice and Mental Health		
Collaboration Program	16.745	20,742
Second Chance Act Prisoner Reentry Initiative	16.812	504,610
WIA Cluster:		
WIA Adult Program	17.258	64,401
WIA Youth Activities	17.259	282,222
WIA Dislocated Worker Formula Grants	17.278	54,390
ARRA - Energy Efficiency and Conservation Block Grant Program	81.128	1,201,046
Substance Abuse and Mental Health Services_ Projects of Regional and National Significance	93.243	33,982
Homeland Security Grant Program	97.067	3,205,405
		<u>\$ 26,850,766</u>

NOTE 5 – NON-CASH AWARDS

Non-cash awards identified during the current period have been included in the Schedule. The County had no non-cash federally-funded insurance, and loans and/or loan guarantees in effect during fiscal year 2013.

COOK COUNTY, ILLINOIS

NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

(Continued)

FOR THE YEAR ENDED NOVEMBER 30, 2013

NOTE 6 – NEGATIVE EXPENDITURES

The Schedule includes negative amounts that result from timing differences caused by the process of authorizing new grants and assigning business units. The County assigns each new grant a business unit. Expenditures for new grants are accumulated in the prior year's grant/business unit until the new grant/business unit has been authorized/assigned. Once the new grant/business unit has been authorized/assigned, expenditures applicable to the new grant, previously recorded in the prior year grant/business unit, are transferred to the new business unit. When the authorization of a new grant occurs in the subsequent fiscal year (after the normal year-end closing), the transfer of the expenditures from the prior year business unit to the new grant/business unit results in a negative expenditure in the prior year business unit.

During the current fiscal year, the County continued its analysis of grants that remained open but had no activity and anticipated no future activities. This analysis resulted in additional credits to the Schedule to correct grant amounts which were determined to be over expended in prior fiscal years.

NOTE 7 – DCEO AUDITS

The Illinois Department of Commerce & Economic Opportunity (DCEO) issued its report (dated July 28, 2010) of the Workforce Investment Act (WIA) fiscal monitoring findings identified for the period of 06/16/2009 through 06/30/2010 at the President's Office of Employment Training (POET) and its successor agency, Cook County Works pertaining to the 2009 Summer Youth Program.

POET submitted a response to DCEO on August 23, 2010. Based on determinations made by DCEO and the U.S. Department of Labor (U.S. DOL), POET was assessed disallowed costs in the amount of \$1,562,820 pertaining to the 2009 Summer Youth program which was funded with ARRA funds. During Fiscal Year 2012 the County reduced its reimbursable cost by \$1,492,029 and held back reimbursement vouchers for the remaining \$70,791. During current year communications, DCEO acknowledged issues pertaining to the 2009 Summer Youth Program were closed and provided a close-out letter dated September 2, 2011. There was no on-site monitoring of the 2010 Summer Youth Program.

NOTE 8 – HUD AUDITS

Cook County's HOME program was monitored in December of 2011. The monitoring resulted in four findings and two concerns. A letter conveying the results of the review was provided to Cook County on February 28, 2012. The Findings included the County not adhering to site/neighborhood standards, record maintenance, on-site inspections and eligibility records. HUD received a response letter from the County dated March 28, 2012.

***County Response:** The County has addressed these findings in a response dated April 11, 2013 and is currently awaiting a formal clearance letter from HUD and will follow-up immediately regarding anticipated receipt of said clearance.*

COOK COUNTY, ILLINOIS

NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
(Continued)

FOR THE YEAR ENDED NOVEMBER 30, 2013

NOTE 8 – HUD AUDITS (Continued)

***HUD Clearance:** In a letter dated July 17, 2013, HUD cleared all findings from the HOME Monitoring.*

NOTE 9 – U.S. DEPARTMENT OF HOMELAND SECURITY AUDIT

The U.S. Department of Homeland Security's (DHS) Office of the Inspector General (OIG) issued a draft audit report in August 2011. Under the direction of the new Executive Director of the Cook County Department of Homeland Security and Emergency Management (DHSEM), the DHSEM conducted an internal audit of the program and provided the DHS OIG with comments on the draft report in late September 2011. The final report was issued by the DHS OIG in December 2011. This report contained four (4) recommendations and concluded that the federal Emergency Management Agency (FEMA), the State of Illinois, the Urban Area Working Group, and Cook County did not ensure the effective implementation of Project Shield.

As of the date of this report, the DHSEM continues to work with the Illinois Emergency Management Authority (IEMA) and the U.S. DHS OIG to address the recommendations outlined in the Audit Report. Based on these recommendations, IEMA is currently working to hire an independent auditor to audit the Project Shield program. The DHSEM awaits additional information from IEMA regarding this independent audit.

NOTE 10 – PRIOR PERIOD EXPENDITURES

The County receives federal assistance funded by the U.S. Department of Health and Human Services and passed through the Illinois Department of Healthcare and Family Services. During the current year, amounts previously reported as expenditures in the Schedule were determined to be non-federal expenditures due to the fact these expenditures were never reimbursed by applicable federal grants. These expenditures were reported in CFDA No. 93.778 for the Medicaid Cluster: Medical Assistance Program, for the amounts of \$12,396, \$965,969 and \$2,186,112 for FY2008, FY2009 and FY2010, respectively.

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**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR
FEDERAL PROGRAM AND ON INTERNAL CONTROL OVER
COMPLIANCE REQUIRED BY OMB CIRCULAR A-133**

To the Board of Commissioners of
Cook County, Illinois

Report on Compliance for Each Major Federal Program

We have audited **Cook County, Illinois'** (the County) compliance with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) *Circular A-133 Compliance Supplement* that could have a direct and material effect on each of the County's major federal programs for the year ended November 30, 2013. The County's major federal programs are identified in the Summary of Auditor's Results section of the accompanying Schedule of Findings and Questioned Costs.

The County's basic financial statements include the operations of the Forest Preserve District of Cook (a discretely presented component unit), the County Sheriff Equitable Sharing Fund, and the County State's Attorney Narcotics Forfeiture Fund, which received federal awards that are not included in the Schedule of Expenditures of Federal Awards for the year ended November 30, 2013. Our audit, described below, did not include the operations of the Forest Preserve District of Cook County, the County Sheriff Equitable Sharing Fund, and the County State's Attorney Narcotics Forfeiture Fund, because the Forest Preserve District of Cook, the Sheriff Equitable Sharing Fund, and County State's Attorney Narcotics Forfeiture Fund engaged other auditors, when required, to perform audits in accordance with OMB Circular A-133.

Management's Responsibility

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to each of its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of the County's major federal programs based on our audit of the types of compliance requirements referred to above.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and

OMB Circular A-133, "*Audits of States, Local Governments, and Non-Profit Organizations*". Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the County's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the County's compliance.

Opinion on Each Major Federal Program

In our opinion, the County complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended November 30, 2013.

Other Matters

The results of our auditing procedures disclosed instances of noncompliance, which are required to be reported in accordance with OMB Circular A-133 and which are described in the accompanying Schedule of Findings and Questioned Costs as items 2013 – 001, 2013 – 002, 2013 – 003, 2013 – 004, 2013 – 005, and 2013 – 006. Our opinion on each major federal program is not modified with respect to these matters.

The County's response to the noncompliance findings identified in our audit are described in the accompanying Summary Schedule of Prior Audit Findings and Corrective Action Plan. The County's response was not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

Report on Internal Control Over Compliance

Management of the County is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the County's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the County's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, we identified certain deficiencies in internal control over compliance, as described in the accompanying Schedule of Findings and Questioned Costs as items 2013 – 001, 2013 – 002, 2013 – 003, 2013 – 004, 2013 – 005, 2013 – 006, and 2013 – 007, that we consider to be significant deficiencies.

The County's response to the internal control over compliance findings identified in our audit are described in the accompanying Summary Schedule of Prior Audit Findings and Corrective Action Plan. The County's response was not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of our testing based on the requirements of OMB Circular A-133. Accordingly, this report is not suitable for any other purpose.

Washington, Pittman & McKeever, LLC
WASHINGTON, PITTMAN & McKEEVER, LLC

Chicago, Illinois
May 30, 2014

COOK COUNTY, ILLINOIS

SCHEDULE OF FINDINGS AND QUESTIONED COSTS
(Continued)

FOR THE YEAR ENDED NOVEMBER 30, 2013

SECTION I - SUMMARY OF AUDITOR'S RESULTS (Continued)

The following major programs were tested:

<u>Program Name</u>	<u>CFDA #</u>
Law Enforcement Support Office (LESO)	12.XXX
CDBG – Entitlement Grants Cluster: Community Development Block Grants/Entitlement Grants	14.218
HOME Investment Partnerships Program	14.239
Violence Against Women Formula Grants	16.588
JAG Program Cluster: Edward Byrne Memorial Justice Assistance Grant Program	16.738
ARRA - Edward Byrne Memorial Justice Assistance Grant (JAG) Program/ Grants to States and Territories	16.803
ARRA - Edward Byrne Memorial Justice Assistance Grant (JAG) Program/ Grants to Units of Local Governments	16.804
ARRA - Energy Efficiency and Conservation Block Grant Program	81.128
Child Support Enforcement	93.563
Homeland Security Grant Program	97.067

The threshold for distinguishing Type A and Type B programs was \$3,000,000.

Auditee qualified as a low-risk auditee? No

COOK COUNTY, ILLINOIS

SCHEDULE OF FINDINGS AND QUESTIONED COSTS
(Continued)

FOR THE YEAR ENDED NOVEMBER 30, 2013

SECTION II: FINANCIAL STATEMENT FINDINGS

The financial statement findings are included in the Summary of Basic Financial Statement Findings with the Independent Auditor's Report on the Basic Financial Statements.

SECTION III: FEDERAL AWARDS FINDINGS AND QUESTIONED COSTS

Allowable Costs/Internal Administrative and Accounting Controls

Federal Department – Various

Passed-through Agencies – Various

County Departments – Department of Budget and Management Services, Office of the Comptroller and Various Others

Finding 2013 – 001

Questioned Costs: Undetermined

CRITERIA

2 CFR Part 225 (OMB Circular A-87), Appendix C, requires that all local governments claiming central service costs must develop a cost allocation plan in accordance with the requirements described in this Circular and retain the plan and related supporting documentation for audit. “Each local government that has been designated as a “major local government” by the Office of Management and Budget (OMB) is also required to submit a plan to its cognizant agency annually. OMB periodically lists major local governments in the Federal Register.”

“All central service cost allocation plans will be prepared and, when required, submitted within six months prior to the beginning of each of the governmental unit's fiscal years in which it proposes to claim central service costs. Extensions may be granted by the cognizant agency on a case-by-case basis.” “All proposed plans must be accompanied by the following: an organizational chart sufficiently detailed to show operations including the central service activities of the State/local government whether or not they are shown as benefiting from central service functions; a copy of the Comprehensive Annual Financial Report (or a copy of the Executive Budget if budgeted costs are being proposed) to support the allowable costs of each central service activity included in the plan; and, a certification that the plan was prepared in accordance with this Circular, contains only allowable costs, and was prepared in a manner that treated similar costs consistently among the various federal awards and between federal and non-federal awards/activities.”

“For each allocated central service, the plan must also include the following: a brief description of the service, an identification of the unit rendering the service and the operating agencies receiving the service, the items of expense included in the cost of the service, the method used to distribute the cost of the service to benefited agencies, and a summary schedule showing the allocation of each service to the specific benefited agencies.”

“A governmental unit for which a cognizant agency assignment has been specifically designated must submit its indirect cost rate proposal to its cognizant agency. The Office of Management and Budget (OMB) will periodically publish lists of governmental units identifying the appropriate federal cognizant agencies. The cognizant agency for all governmental units or agencies not identified by OMB will be determined based on the federal agency providing the largest amount of federal funds. Indirect cost proposals must be developed (and, when required, submitted) within six months after the close of the governmental unit's fiscal year, unless an exception is approved by the cognizant federal agency. If the proposed central service cost allocation plan for the same period has not been approved by that time, the indirect cost proposal may be prepared including an amount for central services that is based on the latest federally-approved central service cost allocation plan.”

**Allowable Costs/Internal Administrative and Accounting Controls
Federal Department – Various
Passed-through Agencies – Various
County Departments – Department of Budget and Management Services, Office of the
Comptroller and Various Others
Finding 2013 – 001 (Continued)**

CONDITION

The County-wide cost allocation plan (CAP) and indirect cost rate proposal (ICRP) submitted by the County during the current year contained the required documentation as required by OMB Circular A-87. However, the CAP and ICRP were not submitted timely in accordance with the requirements of OMB Circular A-87.

As also required, the County received an approved provisional indirect cost rate agreement (ICRA) applicable to the Community Development Block Grants/Entitlement Grants (CDBG – CFDA No. 14.218) and Home Investment Partnerships (HOME – CFDA No. 14.239), effective from July 1, 2012 to June 30, 2014. However, the indirect costs charged to the County's major programs during the current year were not based the ICRA or on the CAP and ICRP submitted and maintained as documentation for these costs.

CONTEXT

During our test procedures we noted the following:

- The CAP and ICRP submitted during the year, due by June 1, 2013, were submitted October 24, 2013, approximately 145 days after the due date.
- The indirect costs charged to the County's major programs during the current period were based on amounts and rates other than those identified in the CAP, ICRP and ICRA applicable to the current fiscal year.

CAUSE

Based on discussions with County management, because audited financial statements are the basis for the costs utilized in the preparation of the CAP and ICRP, the timing of the County's audit each year impairs its ability to submit the CAP and ICRP timely. The County has partitioned its cognizant agency, the U.S. Department of Housing and Urban Development (HUD) for both extensions for its CAP and ICRP submissions as well as guidance for future submissions. As of the date of this report, the County has not received a formal response to its requests.

EFFECT

The failure to submit the CAP and ICRP timely is a violation of OMB Circular A-87. The failure to charge indirect costs that are supported by the amounts and methodologies contained in the CAP and ICRP applicable to the current year could result in unallowable indirect costs charged to federal programs.

**Allowable Costs/Internal Administrative and Accounting Controls
Federal Department – Various
Passed-through Agencies – Various
County Departments – Department of Budget and Management Services, Office of the
Comptroller and Various Others
Finding 2013 – 001 (Continued)**

RECOMMENDATION

We recommend the County consult with the HUD National Single Audit Coordinator to determine whether it's CAP and ICRP can be prepared based on preliminary financial amounts which will be audited, which might allow the County to prepare the CAP and ICRP more timely. In addition, the County should formalize any request it makes to its cognizant agency regarding an extension on the submission of the CAP and ICRP.

Also, we recommend the County use the submitted CAP and ICRP as the basis for all indirect costs charged to its federal programs. Any deviation to the CAP and ICRP should be appropriately documented and maintained for audit purposes.

VIEWS OF RESPONSIBLE OFFICIALS AND PLANNED CORRECTIVE ACTIONS:

The County's corrective action plan is on page 41.

Davis-Bacon Act

Federal Department – U.S. Department of Housing and Urban Development

CDBG – Entitlement Grants Cluster:

- **Community Development Block Grants/Entitlement Grants (CDBG), CFDA #14.218**

County Department – Department of Planning and Development (DPD)

Finding 2013 – 002

Questioned Costs: None

CRITERIA

In accordance with the requirements of the Davis-Bacon Act and the DOL regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Governing Federally Financed and Assisted Construction"), non-federal entities shall include in their construction contracts a requirement that the contractor or subcontractor comply with the Davis-Bacon Act. This includes a requirement for the contractor or subcontractor to submit to the non-federal entity weekly, for each week in which any contract work is performed, a certified copy of the payroll and a statement of compliance (29 CFR sections 5.5 and 5.6).

OMB Circular A-133 Subpart C Section .300(b) requires auditees to maintain internal control over federal programs that provides reasonable assurance that the auditee is managing federal awards in compliance with laws, regulations, and the provisions of the contracts or grant agreements that could have a material effect on each of its federal programs.

The Community Development Block Grant (CDBG) program Procedures and Operations Guide, Chapter 3.4 – Project Management, requires that pre-construction conferences are held for all construction projects.

Davis-Bacon Act

Federal Department – U.S. Department of Housing and Urban Development

CDBG – Entitlement Grants Cluster:

- **Community Development Block Grants/Entitlement Grants (CDBG), CFDA #14.218**

Finding 2013 – 002 (Continued)

CONDITION

During the current audit period, the Department of Planning and Development (DPD) did not adequately document its compliance with federal Davis-Bacon requirements for the CDBG program.

CONTEXT

Based on our review of sixteen (16) contractors' files selected, we noted the following:

- For one (1) file no supporting documentation was provided, which includes the contract agreement, weekly certified payrolls, Form 4E (checklist), Form 4F (employee interview), and preconstruction conference held.
- For fifteen (15) files, we were provided Form 4E's to support evidence of the review of certified payrolls. However, based on our review, this form only documents the receipt of weekly certified payrolls. Generally, the receipt dates were subsequent to the project close dates. We noted no evidence to support the performance of a review of weekly certified payrolls.
- Two (2) files had no evidence of a preconstruction conference held.

EFFECT

Failure to timely review certified payrolls submitted by contractors is a violation of federal regulations and impairs the DPD's ability to adequately monitor the federally funded program. The failure to hold preconstruction conferences impacts the communication of federal requirements and could result in violations of federal regulations.

CAUSE

Based on discussions with County management, the form currently used to document the review of certified weekly payrolls (Form 4E) is completed at the end of the project and indicates that certified weekly payrolls were received for the entire project period and compared to the wage determination in the contract. However, documentation indicating the ongoing payroll review throughout the course of the project has not routinely been maintained in the project file. Evidence of a preconstruction conference and other key project documentation is kept in each project file. DPD experienced a reduction in force in September 2013, and several projects managed by laid-off staff had incomplete files.

Davis-Bacon Act

Federal Department – U.S. Department of Housing and Urban Development

CDBG – Entitlement Grants Cluster:

- **Community Development Block Grants/Entitlement Grants (CDBG), CFDA #14.218**

Finding 2013 – 002 (Continued)

RECOMMENDATIONS

We recommend DPD adhere to its established policies and procedures to ensure compliance with the Davis Bacon Act requirements and ensure the documentation of procedures performed are appropriately maintained. In addition, supporting documentation on preconstruction conferences held should be maintained in all project files.

VIEWS OF RESPONSIBLE OFFICIALS AND PLANNED CORRECTIVE ACTIONS

The County’s Corrective Action Plan is on page 42.

Subrecipient Monitoring

Federal Department – U.S. Department of Housing and Urban Development

CDBG – Entitlement Grants Cluster:

- **Community Development Block Grants/Entitlement Grants (CDBG), CFDA #14.218**

County Department – Department of Planning and Development (DPD)

Finding 2013 – 003

Questioned Costs: None

CRITERIA

Circular No. A–133, Subpart D – Federal Agencies & Pass-through Entities, §___.400(d)(3) requires that pass-through entities must monitor the activities of subrecipients as necessary to ensure that federal awards are used for authorized purposes in compliance with laws, regulations, and the provisions of contracts or grant agreements and that performance goals are achieved.

OMB Circular A-133 Subpart D Section .400 (d) requires pass-through entities to: (1) identify federal awards made by informing each subrecipient of Catalog of Federal Domestic Assistance (CFDA) title and number, award name and number, award year; (2) advise subrecipients of requirements imposed on them by federal laws, regulations, and the provisions of contracts or grant agreements as well as any supplemental requirements imposed by the pass-through entity; (3) monitor the activities of subrecipients as necessary to ensure that federal awards are used for authorized purposes in compliance with laws, regulations, and the provisions of contracts or grant agreements and that performance goals are achieved; (4) ensure that subrecipients expending \$300,000 (\$500,000 for fiscal years ending after December 31, 2003) or more in federal awards during the subrecipient's fiscal year have met the audit requirements of this part for that fiscal year; (5) issue a management decision on audit findings within six months after receipt of the subrecipient's audit report and ensure that the subrecipient takes appropriate and timely corrective action; (6) consider whether subrecipient audits necessitate adjustment of the pass-through entity's own records; and (7) require each subrecipient to permit the pass-through entity and auditors to have access to the records and financial statements as necessary for the pass-through entity to comply with this part. In cases of continued inability or unwillingness of a subrecipient to have the required audits, the pass-through entity shall take appropriate action using sanctions.

Subrecipient Monitoring

Federal Department – U.S. Department of Housing and Urban Development

CDBG – Entitlement Grants Cluster:

- **Community Development Block Grants/Entitlement Grants (CDBG), CFDA #14.218**

County Department – Department of Planning and Development (DPD)

Finding 2013 – 003 (Continued)

CRITERIA

Per the Cook County Community Development Block Grant (CDBG) Program Procedures and Operations Guide (Draft version dated January 2012) and Revised Manual (effective January 2014), states “The County conducts annual monitoring of its HOME-, CDBG-, and ESG-funded activities. “Under Required Frequency of On-Site Monitoring Visits during Program Implementation Phase”, for any activity administered by a subrecipient or contractor, while contract is in effect, the frequency of on-site monitoring visit is annually”.

Per the County’s subrecipient contract agreements, projects must be completed within twelve months from the “Notice to Proceed” (NTP) date. If projects are not completed within the required time frame the subrecipient should communicate the delay to the Department of Planning and Development (DPD). If the delay is considered reasonable a waiver is issued granting an extension.

CONDITION

During the current audit period, DPD did not adequately document its procedures for the monitoring of subrecipients, which resulted in noncompliance with federal regulations. Also, there were no procedures to ensure timely completion of projects.

CONTEXT

During our review of thirty-nine (39) subrecipients’ files, we noted the following:

- Thirteen (13) subrecipients’ files did not document whether DPD performed the required annual on-site review and monitoring visit for projects either open or completed during fiscal year 2013. Based on further discussions with management, five (5) of these projects are for capital improvement, which are monitored near the projects’ completion. However, the Operations Guide and the Revised Manual do not distinguish anything other than annual monitoring.
- There was no evidence of supervisory review for programmatic monitoring in all files.

During our testing of twenty-five (25) project files (19 completed and 6 open projects) during fiscal year 2013, we noted the following:

- Four (4) projects remained open beyond the 12 months from the NTP completion date requirement. Also, we noted no evidence indicating an extension was granted.

EFFECT

Failure to adequately monitor the activities and performance of subrecipients could result in federal awards being used for unauthorized purposes and DPD’s inability to adequately perform risk assessments on subrecipients.

Subrecipient Monitoring

Federal Department – U.S. Department of Housing and Urban Development

CDBG – Entitlement Grants Cluster:

- **Community Development Block Grants/Entitlement Grants (CDBG), CFDA #14.218**

County Department – Department of Planning and Development (DPD)

Finding 2013 – 003 (Continued)

EFFECT (Continued)

Failure to complete projects timely impairs DPD’s ability to carry out its CDBG activities and certifications in accordance with pre-established policies and procedures designed to comply with applicable federal regulations.

CAUSE

Based on discussions with County management, DPD experienced reductions in force in October 2012 and September 2013, and several projects managed by laid-off staff or transitioned to new staff did not contain monitoring documentation. Several projects that remained open at the end of the fiscal year had not yet been monitored. Project extensions are typically documented in the file when needed, but in 4 cases – 3 related to laid-off staff – no evidence of an extension was included in the file.

RECOMMENDATION

We recommend DPD review and update established policies and procedures for monitoring its subrecipients based on the type of project. Also, DPD should maintain the appropriate documentation for on-site reviews and monitoring visits, based on the project type.

In addition, procedures should ensure that all projects not commencing in a timely manner are adequately documented and include the reason for the delay, any extensions approved and granted, as well as other actions taken.

VIEWS OF RESPONSIBLE OFFICIALS AND PLANNED CORRECTIVE ACTIONS

The County’s Corrective Action Plan is on page 43.

Reporting

Federal Department – U. S Department of Justice

Passed-through the Illinois Criminal Justice Information Authority

JAG Program Cluster:

- **Edward Byrne Memorial Justice Assistance Grant Program, CFDA # 16.738**
- **ARRA - Edward Byrne Memorial Justice Assistance Grant (JAG) Program/ Grants to States and Territories, CFDA # 16.803**
- **ARRA - Edward Byrne Memorial Justice Assistance Grant (JAG) Program/ Grants to Units of Local Government, CFDA # 16.804**

County Department – Justice Advisory Council

Finding 2013 – 004

Questioned Costs: \$159,981

CRITERIA

Per the Interagency Agreement between the Illinois Criminal Justice Information Authority (ICJIA) and the Justice Advisory Council (JAC), quarterly progress and fiscal reports shall be submitted by the 15th day of each month following the previous quarter. Also, within 45 days of the expiration date of this agreement or any approved extension thereof the following documents must be submitted: (a) final financial status report; (b) final progress reports; (c) property inventory report; (d) any refund of unexpended funds, and (e) other documents required by ICJIA.

Regarding the required quarterly fiscal reports, JAC's current practice is to submit monthly fiscal reports by the 15th day of each month following the previous month.

OMB Circular A-133 Subpart C Section .300(b) requires auditees to maintain internal control over federal programs that provides reasonable assurance that the auditee is managing federal awards in compliance with laws, regulations, and the provisions of the contracts or grant agreements that could have a material effect on each of its federal programs.

CONDITION

During the current audit period, the JAC did not comply with the reporting requirements of the Interagency Agreement.

CONTEXT

During our review of reporting requirements for the current fiscal year, we noted the following:

- One (1) of the 2 quarterly progress reports selected for testing was not provided.
- We selected four (4) monthly fiscal reports for testing. No supporting documentation was provided for any of the 4 reports, also, for one monthly fiscal report the "cumulative expenses last month" amount did not agree to the "cumulative expenses to date" amount on the previous month's submitted report, resulting in an overstatement of \$17,608.
- The final financial status report due 11/15/13 was submitted 1/8/2014, 54 days late. Also, this report includes \$193,460 which was reported as "final expenses for prior obligations". However, we were only able to verify that \$33,479 was expended within 45 days of the expiration date of the grant agreement as required.

Reporting

Federal Department – U. S Department of Justice

Passed-through the Illinois Criminal Justice Information Authority

JAG Program Cluster:

- **Edward Byrne Memorial Justice Assistance Grant Program, CFDA # 16.738**
- **ARRA - Edward Byrne Memorial Justice Assistance Grant (JAG) Program/ Grants to States and Territories, CFDA # 16.803**
- **ARRA - Edward Byrne Memorial Justice Assistance Grant (JAG) Program/ Grants to Units of Local Government, CFDA # 16.804**

County Department – Justice Advisory Council

Finding 2013 – 004 (Continued)

EFFECT

Failure to submit progress reports and timely submit final financial status reports as required is a violation of the Interagency Agreement and impairs the grantor agency’s ability to adequately monitor the federally funded program. Also, the failure to maintain adequate supporting documentation resulted in inaccurate reporting and questioned costs of \$159,981.

CAUSE

Per discussion with management, this occurred due to staff transitions during the current year.

RECOMMENDATION

We recommend JAC develop and implement procedures to ensure compliance with its Interagency Agreement. At a minimum, procedures should be in place to ensure accurate preparation, review and timely submission of all required reports. Also, supporting documentation should be maintained for all required reports.

VIEWS OF RESPONSIBLE OFFICIALS AND PLANNED CORRECTIVE ACTIONS

The County’s Corrective Action Plan is on page 44.

Eligibility

Federal Department – U. S Department of Energy

ARRA-Energy Efficiency and Conservation Block Grant (EECBG), CFDA # 81.128

County Department – Department of Environmental Control

Finding 2013 – 005

Questioned Costs: None

CRITERIA

The Office of Management and Budget A-133 Compliance Supplement (March 2013) states that there are eligibility requirements for subrecipients, but not for recipients.

42 USC 17154 states that an eligible entity may use a grant received under this part to carry out activities to achieve the purposes of the program, including (5) the provision of grants to nonprofit organizations and governmental agencies for the purpose of performing energy efficiency retrofits

Eligibility

Federal Department – U. S Department of Energy

ARRA-Energy Efficiency and Conservation Block Grant (EECBG), CFDA # 81.128

County Department – Department of Environmental Control

Finding 2013 – 005 (Continued)

CRITERIA (Continued)

For the purposes of the EECBG Program, “city” includes a city-equivalent unit of local government as defined by the U.S. Census of Governments. For example, a city-equivalent unit of local government such as town, village, or other municipality shall be considered eligible if it meets the required population thresholds. Consolidated city-county governments will be considered as cities.

Cities that are eligible for direct formula grants from the U.S. Department of Energy (DOE) are those that have a population of at least 35,000, or that are one of the 10 highest populated cities of the state in which the city is located. In states that have incorporated eligible municipalities (villages) within the boundaries of other incorporated eligible municipalities (towns), the village population will be subtracted from the town’s population (42 USC Section 17151).

Nongovernmental organizations are eligible to receive subgrants for the purpose of assisting in the implementation of the energy efficiency and conservation strategy of the eligible unit of local government or Indian tribe (42 USC 17154(a) (5)).

OMB Circular A-133 Subpart C Section .300(b) requires auditees to maintain internal control over federal programs that provide reasonable assurance that the auditee is managing federal awards in compliance with laws, regulations, and the provisions of the contracts or grant agreements that could have a material effect on each of its federal programs.

CONDITION

During the current audit period, the Department of Environmental Control (“Department”) did not adopt and implement adequate policies and procedures to comply with federal eligibility requirements.

CONTEXT

During the prior audit period, the Department did not maintain written policies and procedures to document the Department’s ability to adequately determine compliance with eligibility requirements. It was recommended the Department immediately adopt and implement corrective policies and procedures over eligibility.

During our current year’s review we noted no new projects were started. However, the Department did not implement corrective actions to the prior year’s recommendation.

EFFECT

Failure to adequately document the eligibility determinations of subrecipients could result in federal awards being used for unauthorized purposes.

The lack of detailed written procedures could impair the Department’s ability to adequately determine future subrecipient eligibility.

Eligibility

Federal Department – U. S Department of Energy

ARRA-Energy Efficiency and Conservation Block Grant (EECBG), CFDA # 81.128

County Department – Department of Environmental Control

Finding 2013 – 005 (Continued)

CAUSE

Based on discussions with County management, the Department’s role is to manage the EECBG program and did not have a significant role in the subrecipient selection process. The decision of which subrecipients would participate in the EECBG Program was determined by the Bureau of Community and Economic Development during the period of 2009-2010. It was communicated to the Department by a previous administrator in the Bureau of Community and Economic Development that the subrecipient selection was based on set of entities that were previously awarded grant funding from the HUD funded Community Development Block Grant (CDBG).

RECOMMENDATION

We recommend the Department immediately adopt and implement written policies and procedures over eligibility to ensure compliance with federal regulations. At a minimum such policies and procedures should sufficiently detail the steps the Department’s personnel would perform to determine eligibility on applicable future grant awards.

VIEWS OF RESPONSIBLE OFFICIALS AND PLANNED CORRECTIVE ACTIONS

The County’s Corrective Action Plan is on page 45.

Reporting

Federal Department – U. S Department of Energy

ARRA-Energy Efficiency and Conservation Block Grant (EECBG), CFDA # 81.128

County Department – Department of Environmental Control

Finding 2013 – 006

Questioned Costs: None

CRITERIA

Per EECBG Program Notice 10-07B (Effective Date: September 17, 2011), DOE Recovery Act Reporting Requirements for the Energy Efficiency and Conservation Block Grant (EECBG) Program, Section 6.2.4., “DOE requires the submission of two major reports from prime recipients:

1. Federal Financial Report (SF-425): submitted quarterly at the level of prime recipient.
2. Performance Report: submitted monthly (as applicable) and quarterly at the level of the activity.

Also, regardless of how recipients decide to manage their reporting process, prime recipients ultimately retain the responsibility to ensure that reports are submitted accurately and on time.

CONDITION

During the current audit period, the Department of Environmental Control (“Department”) did not comply with federal reporting requirements.

Reporting
Federal Department – U. S Department of Energy
ARRA-Energy Efficiency and Conservation Block Grant (EECBG), CFDA # 81.128
County Department – Department of Environmental Control
Finding 2013 – 006 (Continued)

CONTEXT

During our testing of six (6) reports (two (2) Section 1512 ARRA reports, 2 quarterly performance reports, and 2 SF-425 reports), we noted the following:

- Total cumulative expenditures for the period ended 6/30/2013 per the SF-425 report were \$11,778,724. However, total expenditures per the Transaction Analysis provided were \$11,787,064, a difference of \$8,340.
- Total cumulative expenditures for the period ended 9/30/2013 per the SF-425 report were \$11,939,040. However, total expenditures per the Transaction Analysis provided were \$12,165,180, a difference of \$226,140.

EFFECT

Failure to maintain adequate documentation resulted in inaccurate reporting, reflecting a difference of \$234,480 in expenditures and is a violation of federal requirements.

CAUSE

Based on discussions with County management, the reporting inaccuracies noted in this finding were the result of the timing of the Department's draws from the federal government. The Department determined the amount of the monthly draw a week prior to the end of the month. Thus, expenses booked during the last week of the month were being captured in the federal drawdown in the following month. This practice resulted in a difference between the expenses shown on the federal reports and the month-end Transaction Analysis Report. Although all expenditures are being captured, they were not all being reported in the appropriate reporting time period.

RECOMMENDATION

We recommend the Department ensure all Federal Financial Reports are reconciled to the appropriate Transaction analysis. We also recommend all required reports are adequately reviewed and supporting documentation of the analysis and review appropriately maintained.

VIEWS OF RESPONSIBLE OFFICIALS AND PLANNED CORRECTIVE ACTIONS

The County's Corrective Action Plan is on pages 46.

Internal Controls Over Financial Reporting
Federal Department – Various
Federal Programs – Various
County Department – Various
Finding 2013 – 007

Questioned Costs: None

CRITERIA

OMB Circular A-133, Subpart C-Auditees, Section 300 (a), Auditee responsibilities states that “the auditee shall identify, in its accounts, all federal awards received and expended and the federal programs under which they were received.”

CONDITION

The County failed to maintain adequate controls over the reporting of expenditures of federal awards.

CONTEXT

During the current year, we noted the following:

- Department of Public Health/Stroger Hospital grants totaling of \$3.6 million were erroneously recorded to the Schedule. These amounts represent carry-forward grant balances that were incorrectly recorded as current year federal grant revenues that appeared as negative expenditures.
- Federal expenditures of \$0.6 million were incorrectly excluded from the Schedule.
- The County has revised its Grants Management Manual to include procedures to monitor the grant close-out process within 90 days prior to the end of the grant. However, these policies and procedures were not implemented until the beginning of fiscal year 2014.

EFFECT

Failure to adequately review negative expenditures and consistently close out federally funded grants timely could result in the over or understatement of federal expenditures in the SEFA. It also resulted in an inaccurate SEFA submitted for audit that could have impaired the audit planning and risk assessment process required by OMB Circular A-133. The net effect of the current year analysis of these grants was the understatement of the current year’s SEFA by approximately \$4.2 million.

CAUSE

Based on discussions with management, this situation occurred because the reconciliation of the financial/claims reports maintained by the grant spending departments to the accounting system was not performed on a timely basis.

Internal Controls Over Financial Reporting
Federal Department – Various
Federal Programs – Various
County Department – Various
Finding 2013 – 007 (Continued)

RECOMMENDATION

We recommend the County implement procedures to ensure that: 1) negative expenditures are reviewed and adjusted in a consistent and timely manner; and 2) the preliminary SEFA is adequately reviewed to ensure that consideration has been given to the uniqueness of grants received and expended by each County department. We further recommend the County consider the implementation of a system which will ensure that expenditures cannot be charged to a federally funded grant in excess of grant revenues, and ultimately grant budgets.

VIEWS OF RESPONSIBLE OFFICIALS AND PLANNED CORRECTIVE ACTIONS:

The County's Corrective Action Plan is on page 47.

COOK COUNTY, ILLINOIS

SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS

AND CORRECTIVE ACTION PLAN

FOR THE YEAR ENDED NOVEMBER 30, 2013

<u>Prior Year Findings</u>	<u>Current Year Status</u>
<u>Federal Award Findings</u>	
<u>Finding 2012-1</u>	
During the prior fiscal year, the County's County-wide cost allocation plan (CAP) submitted by the County did not comply with the requirements of 2 CFR Part 225 (OMB Circular A-87).	Not Repeated – During the current fiscal year, the County implemented its corrective action plan and submitted a CAP meeting the requirements of OMB Circular A-87.
<u>Finding 2012-2</u>	
During the prior fiscal year, the County's Juvenile Temporary Detention Center (JTDC) failed to perform a physical inventory of commodities and reconcile the physical inventory to the inventory records to comply with the requirements of 7 CFR Section 250.14.	Not Repeated – During the current fiscal year, the JTDC implemented its corrective action plan and performed the physical inventories and related reconciliations in accordance with 7 CFR Section 250.14.
<u>Finding 2012-3</u>	
During the prior fiscal year, the County's Department of Planning and Development (DPD) did not adequately document its compliance with federal Davis-Bacon requirements for the Community Development Block Grants/Entitlement Grants (CDBG).	Repeated – (See Finding 2013-002) first reported 11/30/12
<u>Finding 2012-4</u>	
During the prior fiscal year, the DPD did not comply with federal reporting requirements for the CDBG program.	Not Repeated – During the current fiscal year, the DPD implemented its corrective action plan and submitted the Subaward Reporting Under Transparency Act - Non ARRA Report as required.
<u>Finding 2012-5</u>	
During the prior fiscal year, the DPD did not adequately document its procedures for monitoring its subrecipients for the CDBG program, which resulted in the noncompliance with federal regulations.	Repeated – CDBG (See Finding 2013-003) first reported 11/30/10

COOK COUNTY, ILLINOIS

SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS

AND CORRECTIVE ACTION PLAN

(Continued)

FOR THE YEAR ENDED NOVEMBER 30, 2013

<u>Prior Year Findings (Continued)</u>	<u>Current Year Status</u>
<u>Federal Award Findings (Continued)</u>	
<u>Finding 2012-6</u> During the prior fiscal year, the DPD did not adequately ensure municipalities receiving funds provided citizens with reasonable notice and an opportunity to comment on performance reports, within the 15 day minimum period for the CDBG program.	Not Repeated – During the current fiscal year, the DPD implemented its corrective action plan by implementing a policy to provide citizens with reasonable notice and an opportunity to comment on performance reports, within the 15 day minimum period.
<u>Finding 2012-7</u> During the prior fiscal year, the DPD did not adequately document its compliance with federal Davis-Bacon requirements for the Home Investments Partnerships Program (HOME).	Not Repeated – During the current fiscal year, the DPD implemented its corrective action plan by documenting its compliance with federal Davis-Bacon requirements.
<u>Finding 2012-8</u> During the prior fiscal year, the DPD did not adequately document its compliance with federal eligibility and special tests and provisions requirements for the HOME program.	Not Repeated – During the current fiscal year, the DPD implemented its corrective action plan by documenting its compliance with federal eligibility and special tests and provisions requirements for the HOME program.
<u>Finding 2012-9</u> During the prior fiscal year, the DPD did not adequately document its compliance with federal eligibility for the ARRA Homelessness Prevention and Rapid Re-Housing Program (HPRP).	Not Repeated – During the current fiscal year, the DPD implemented its corrective action plan by documenting its compliance with federal eligibility requirements for the HPRP program.

COOK COUNTY, ILLINOIS

SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS

AND CORRECTIVE ACTION PLAN

(Continued)

FOR THE YEAR ENDED NOVEMBER 30, 2013

<u>Prior Year Findings (Continued)</u>	<u>Current Year Status</u>
<u>Federal Award Findings (Continued)</u>	
<u>Finding 2012-10</u>	
During the prior fiscal year, the DPD did not document its procedures for monitoring its subrecipients to comply with the federal regulations of the HPRP.	Not Repeated – During the current fiscal year, DPD implemented its corrective action plan by documenting its procedures performed to comply with the federal requirements to monitor its subrecipients for the HPRP program.
<u>Finding 2012-11</u>	
During the prior fiscal year, the County's State's Attorney Office (SAO) failed to comply with federal requirements pertaining to reporting requirements for the ARRA-Violence Against Women Formula Grants (VAW).	Not Repeated – During the current fiscal year, the SAO implemented its corrective action plan by submitting the required close-out reports in compliance with the applicable federal regulations.
<u>Finding 2012-12</u>	
During the prior fiscal year, the SAO did not comply with federal requirements for the monitoring of subrecipients of the VAW Formula Grants. Additionally, the SAO did not have written policies outlining the process and procedures for the monitoring of its subrecipients.	Not Repeated – During the current fiscal year, the SAO implemented its corrective action plan and monitored its subrecipients as required by federal regulations.
<u>Finding 2012-13</u>	
During the prior fiscal year, the Justice Advisory Council (JAC) did not comply with the reporting requirements of the Memorandum of Understanding (MOU) between the City of Chicago Department of Police and the JAC, to submit quarterly fiscal reports and annual performance reports of the Edward Byrne Memorial Justice Assistance Grant Program funds.	Not Repeated – During the current fiscal year, the administration of the program transitioned to the Department of Homeland Security and Emergency Management (DHSEM). DHSEM implemented corrective actions and documented its compliance with the applicable federal regulations.

COOK COUNTY, ILLINOIS

SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS

AND CORRECTIVE ACTION PLAN

(Continued)

FOR THE YEAR ENDED NOVEMBER 30, 2013

<u>Prior Year Findings (Continued)</u>	<u>Current Year Status</u>
<u>Federal Award Findings (Continued)</u>	
<u>Finding 2012-14</u> During the prior fiscal year, JAC did not comply with federal requirements for the monitoring of subrecipients of the Edward Byrne Memorial Justice Assistance Grant Program funds. Additionally, JAC did not have written policies outlining the process and procedures for monitoring of subrecipients.	Not Repeated – During the current fiscal year, the administration of the program transitioned to DHSEM. DHSEM implemented corrective actions and documented its compliance with the applicable federal regulations.
<u>Finding 2012-15</u> During the prior fiscal year, the Department of Environmental Control (EC) did not adequately document its compliance with federal Davis-Bacon requirements for the ARRA-Energy Efficiency and Conservation Block Grant (EECBG) program.	Not Repeated – During the current fiscal year, the EC implemented its corrective action plan and documented its compliance with the applicable federal regulations.
<u>Finding 2012-16</u> During the prior fiscal year, the EC did not comply with federal eligibility requirements.	Repeated – (See Finding 2013-005) first reported 11/30/11
<u>Finding 2012-17</u> During the prior fiscal year, the EC did not comply with federal reporting requirements.	Repeated (See Finding 2013-006) first reported 11/30/11
<u>Finding 2012-18</u> During the prior fiscal year, the Office of the Chief Procurement Officer (OCPO) did not 1) adequately ensure federally-funded contracts issued to vendors were in compliance with federal regulations, and 2) maintain documentation to ensure compliance with the Cook County Code of Ordinances which requires verification of whether potential contractors are delinquent in taxes and fees, including child support payments, prior to the awarding of the contract, and compliance with MBE/WBE requirements.	Not Repeated – During the current fiscal year, the OCPO implemented its corrective action plan and documented its compliance with the applicable federal regulations and the Cook County Code of Ordinances.

COOK COUNTY, ILLINOIS
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS
AND CORRECTIVE ACTION PLAN
(Continued)
FOR THE YEAR ENDED NOVEMBER 30, 2013

<u>Prior Year Findings (Continued)</u>	<u>Current Year Status</u>
<u>Federal Award Findings (Continued)</u>	
<u>Finding 2012-19</u>	
<p>During the prior fiscal year, Cook County Health and Hospitals System (CCHHS) did not 1) adequately ensure federally-funded contracts issued to vendors were in compliance with certain federal regulations and 2) maintain documentation to ensure compliance with the Cook County Code of Ordinances which requires verification of whether potential contractors are delinquent in taxes and fees.</p>	<p>Not Repeated – During the current fiscal year, CCHHS implemented its corrective action plan and documented its compliance with the applicable federal regulations and the Cook County Code of Ordinances.</p>
<u>Finding 2012-20</u>	
<p>During the prior fiscal year, the County failed to comply with the requirements of OMB Circular A-133 Subpart C, Section 320 (a).</p> <p>During our review of the submissions of the prior two fiscal years' data collection forms and reporting packages, we noted the reporting package for fiscal year 2010 was dated September 6, 2011. The data collection form and the reporting package were submitted to the federal Audit Clearinghouse until September 22, 2011. As a result of M-10-14, no extension was allowed for fiscal year 2010. The final due date for the submission of the 2010 data collection form and the reporting package was August 31, 2011.</p>	<p>Not Repeated – During the current fiscal year, we noted the County submitted it's prior two fiscal years' data collection forms and reporting packages in a timely manner.</p>
<u>Finding 2012-21</u>	
<p>During the prior fiscal year, the County's preliminary Schedule of Expenditures of Federal Awards (SEFA) contained various older grants, not yet closed out, with balances either in excess of, or less than, revenues received, resulting in significant revisions in amounts reported in the prior fiscal year's SEFA to close out these older grants.</p> <p>Additionally, we noted there were no policies and procedures to consistently ensure the proper close-out of federally funded grants.</p>	<p>Repeated (See Finding 2013-007) first reported 11/30/11</p>



ANDREA GIBSON

BUDGET DIRECTOR

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TO: Lawrence Wilson
Comptroller

FROM: Latoya Vaughn 
Director of Grants Management

RE: **CORRECTIVE ACTION PLAN 2013-1**

DATE: May 30, 2014

Since 2011, the Department of Budget and Management (DBMS) has been communicating with the U.S. Department of Housing and Urban Development (HUD) to finalize guidance on the appropriate submission timeline and requirements for the review and approval of the County's Cost Allocation Plan (CAP). DBMS communicated to HUD that the County's Fiscal Year ends on November 30th and the audited financial statements needed to initiate and complete the CAP are not issued until six months after the fiscal year end. Therefore, the six month deadline for completion and submission of the CAP can not be met. As of today, HUD's written response is pending on the submission timeline the County needs to adhere to for the review and approval of the CAP. However, HUD did provide preliminary instructions to not submit the CAP but to maintain a copy of it in the event that HUD requests to review the plan.

DBMS concurs with the finding and will continue to work with the County's cognizant agency to develop formal guidance regarding CAP submission. In addition, DBMS will implement a new policy requiring all eligible grants and activities to include the appropriate indirect cost in each grant application and award, as detailed in CAP, by December 1, 2014. The new policy will also include a formal policy regarding the appropriate waivers or reduction in indirect rates requested by implementing departments. The person responsible for developing and implementing the new policy is the Grants Management Director.

Please call me if you have any questions or concerns, I can be reached at (312) 603-4730.

Cc: Ivan Samstein
Andrea Gibson
Shellie Riedle
Mitchell Goldberg



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MEMORANDUM

Date: May 15, 2014

To: Lawrence Wilson, Comptroller

From: Michael Jasso, Director
Department of Planning and Development

Subject: 2013 Single Audit Corrective Action Plan

FINDING 2013 – 002

Views of Responsible Officials and Corrective Action Plans:

Management will obtain the necessary documentation and/or develop the necessary forms to ensure that appropriate documentation of ongoing payroll review throughout the course of capital improvement projects is incorporated into the project files going forward. Similarly, management will make sure the appropriate documentation of a preconstruction conference is included in each file. This will include, but not be limited to, a preconstruction conference agenda and sign-in sheet. A project tracking spreadsheet will be created to address these two issues and will be used as a review tool by management. The file that was missing several documents will be addressed and all needed project documentation will be added to the file.

ANTICIPATED TIMELINE FOR FULL IMPLEMENTATION OF CORRECTIVE ACTION:

August 31, 2014

RESPONSIBLE STAFF:

Deputy Director, Grant Coordinator, Planner – Capital Improvement Team



BUREAU OF ECONOMIC DEVELOPMENT

DEPARTMENT OF PLANNING & DEVELOPMENT

MICHAEL JASSO

DIRECTOR

69 West Washington, Suite 2900 • Chicago, Illinois 6062 • (312) 603-1000 – P • (312) 603-9970 - F

MEMORANDUM

Date: May 15, 2014

To: Lawrence Wilson, Comptroller
Office of the Comptroller

From: Michael Jasso, Director
Department of Planning and Development

Subject: 2013 Single Audit Corrective Action Plan – Update

FINDING 2013 – 003

Views of Responsible Officials and Corrective Action Plans:

Related to on-site monitoring, management will ensure that staff completes monitoring visits for every project and that standard documentation of the visit and its results are included in each subrecipient's file. Management will also ensure that staff issues project extension letters when needed and includes a copy in the subrecipient file. A project tracking spreadsheet will be created to address these two issues and will be used as a review tool by management. Related to supervisory review of monitoring, the supervisor will review and sign all monitoring results letters with findings or concerns. The supervisor will be copied on all letters with no findings or concerns. The policy manual will be updated to reflect these monitoring practices. The DUNS number is now included in all CDBG applications and subrecipient agreements starting with Program Year 2013.

ANTICIPATED TIMELINE FOR FULL IMPLEMENTATION OF CORRECTIVE ACTION:
September 30, 2014

RESPONSIBLE STAFF:
Deputy Director, Grant Coordinator, Administrative Analyst, Planner

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MEMORANDUM

To: Lawrence Wilson, Comptroller

From: Juliana Stratton, Executive Director 

Date: May 28, 2014

Subject: Corrective Action Plan for Preliminary Audit Findings on Business Unit #9401103

The Cook County Justice Advisory Council (JAC) will implement the following Corrective Action Plan to address the preliminary audit findings for BU# 9401103:

- The Grants Coordinator will maintain complete master files for all grants and sub-recipients, to include appropriate supporting documentation (grant agreements, vendor contracts, budget revisions, payment vouchers, reports submitted, etc.);
- The Grants Coordinator will reconcile all monthly expenditures reported by sub-recipients with transactions posted in the JD Edwards system;
- The Grants Coordinator will ensure timely submission of all reports submitted to the grantor
- All reports submitted to the grantor will be checked for accuracy by the Grants Coordinator and then approved by the Executive Director; and,
- In preparation for the FY 14 audit activities, the Grants Coordinator will conduct an internal audit of all grantees and sub-recipient files.

These internal measures will be implemented effective September 1, 2014 to ensure that the JAC is in full compliance with the county's grant monitoring procedures. The Justice Advisory Council, specifically the Grants Coordinator, we will be working with the stakeholder departments to reconcile expenses for Business Unit #9401103. If you have any questions or concerns, please do not hesitate to contact me directly.



BUREAU OF ADMINISTRATION
DEPARTMENT OF ENVIRONMENTAL CONTROL
DEBORAH C. STONE

DIRECTOR

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To: **Lawrence L. Wilson, CPA**
Comptroller

From: **Deborah Stone**
Director, Department of Environmental Control

Date: **May 27, 2014**

Re: **2013 Single Audit Corrective Action Plan**

Finding 2013-05

Condition

During the Current audit period, the Department of Environmental Control did not comply with Federal Eligibility requirements. Also, the Department did not maintain written policies and procedures to document adequate compliance with eligibility requirements.

Corrective Action

The Department of Environmental Control has developed eligibility criteria for all participating Municipalities and Non-Governmental Participants. Eligibility will be regularly monitored by EECBG Program Manager. These changes will be incorporated into the Standard Operating Procedures by May 21, 2014

- Cities that are eligible for direct formula grants from the DoE are those that have a population of at least 35,000, or that are one of 10 highest populated cities the state in which the cities is located.
- For cities that have incorporated eligible municipalities (villages) within the boundaries of other incorporated municipalities (towns), the village population will be subtracted from the town's population.
- The Department of Environmental Control will develop a step by step procedure that will detail the selection, review and approval of all participating sub-recipients. This procedure will mirror other previously approved programs such as Community Block Development Grant (CDBG) and the HOME Investment Partnership Program. Some of the steps that will be detailed: Announcement Process, Documentation-Dissemination and Collection and the Approval Process.



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To: Lawrence L. Wilson, CPA
Comptroller

From: Deborah C. Stone
Director, Department of Environmental Control

Date: May 27, 2014

Re: 2013 Single Audit Corrective Action Plan

Finding 2013-06

Condition

During Current audit period, the Department of Environmental Control did not comply with Federal reporting requirements

Corrective Action Plan:

Procedural changes have been implemented to ensure compliance with Federal reporting requirements thereby eliminating timing discrepancies in the reporting of grant expenditures and providing supervisory review and approval of all reports. These changes were incorporated in the Standard Operating Procedures June 28, 2013.

- The reporting differences noted in this finding were the result of the timing of the Department of Environmental Control's draws from the Federal Government. The Department determined the amount of the monthly draw a week prior to the end of the month. Thus, expenses booked during the last week of the month were being captured in the Federal drawdown in the following month. This practice resulted in a difference between the expenses shown on the Federal reports and the month-end Transaction Analysis Report. Although all expenditures are being captured, some are being reported in the next quarter's report, when the drawdown covering them is made.
- The Department Business Manager determines the amount of the draw shortly after month-end. This information is passed on to the Department Deputy Director requesting the Federal drawdown and the contracted project management firm preparing the Federal reports. Modifying the timing of the monthly Federal draws eliminates the lag in reporting of grant expenditures on the Federal reports.
- The report preparer is required to submit all Federal reports to the Department one week prior to the submission deadlines for supervisory review and approval. The Business Manager verifies the amounts shown on the Federal reports utilizing available supporting documentation such as the Transaction Analysis Report as well as other tracking reports maintained by the Business Manager. The Business Manager confirms expenditures are captured in the correct reporting period and will resolve any discrepancies with the preparer. Once the Business Manager's review is complete, the Project Manager reviews and approves the reports. Upon approval, he informs the report preparer via e-mail to proceed to submit the reports.
- The Business Manager ensures copies of the Federal reports and approval e-mail are maintained in the department's records.

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To: Lawrence Wilson
Comptroller

From: Mitch Goldberg
Grants Manager

Re: Corrective Action Plan for Single Audit Finding 2013-007

Date 5-30-14

The Comptroller's Office and the Budget Office have implemented a grants policies and procedures –manual (manual) as of December 1, 2013. This manual does cover the proper way to account for grants and the need to reconcile the grantee's accounting records to the general ledger in a timely manner (e.g. monthly) and the SEFA (annually). On a quarterly basis, countywide grant managers meetings are conducted to ensure the manual is being reviewed and adhered to.

In addition the County has selected an ERP software vendor and the final steps of the procurement process are being executed. An ERP executive committee has been established as well as subject matter expert teams. The County is in the planning phase of issuing an RFP to select a vendor to assist with the implementation of the new ERP software by Fiscal Year 2016 to further enhance and automate the grant accounting process.