



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
WASHINGTON, D.C. 20460

OFFICE OF
INSPECTOR GENERAL

October 14, 2015

MEMORANDUM

SUBJECT: Project Notification: San Francisco Bay Water Quality Improvement Fund Grants
Project No. OA-FY16-0024

FROM: Michael Petscavage, Director
Contract and Assistance Agreement Audits

A handwritten signature in brown ink that reads "Michael Petscavage".

TO: Jared Blumenfeld, Regional Administrator
Region 9

The Office of Inspector General (OIG) for the U.S. Environmental Protection Agency (EPA) plans to begin preliminary research for an audit of the EPA's San Francisco Bay Water Quality Improvement Fund grants program in October 2015. This project is included in our fiscal year 2016 annual plan. This program was selected because the OIG has not previously reviewed this grant program.

During the preliminary research phase, we will perform work to answer the following:

- Does the EPA ensure that grantees are effectively administering San Francisco Bay Water Quality Improvement Fund grants through the life of the grant?
- Does the EPA monitor project progress and collect data and/or indicators to determine if proposed project outputs and outcomes are being achieved?

The OIG plans to conduct work in the Water Division and the Management and Technical Services Division. These divisions are responsible for grants that will be sampled over the course of preliminary research. We will interview managers and staff regarding their work. We may also conduct work at respective grant recipient sites. We will review related policies, procedures, guidance documents, program files and grant data. Applicable generally accepted government auditing standards will be used in conducting our audit. The anticipated benefits of this audit are to improve operational efficiency and environmental benefits.

We will contact the audit coordinator to arrange a mutually agreeable time to discuss our objectives and the purpose of the preliminary research phase of our audit. We would also be particularly interested in any areas of concern that you may have. We will answer any of your questions about the project process, reporting procedures, methods used to gather and analyze data, and what we should expect of each other during the course of the audit. Throughout the audit, we will provide updates to Region 9 on a regular basis via teleconference, video, phone or email.

We respectfully note that the OIG is authorized by the Inspector General Act of 1978 to have timely access to personnel and all materials necessary to complete its objectives. We will request your resolution if an agency employee or contractor refuses to provide requested records to the OIG, or otherwise fails to cooperate with the OIG. We may report unresolved access matters to the Administrator and include the incident in the Semiannual Report to Congress.

I will supervise the audit. Should you or your staff have any questions, please contact me at (202) 566-0897 or petscavage.michael@epa.gov; or contact Madeline Mullen, Project Manager, at (206) 553-4032 or mullen.madeline@epa.gov.

cc: Alexis Strauss, Deputy Regional Administrator, Region 9
Magdalen Mak, Audit Follow-up Coordinator, Region 9
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