

Department of Education
Office of Inspector General – Internal Audit
Six-Month Status Report on: 21st Century Community Learning Center Grants
Report # A-1819-015 Issued: August 5, 2019
Status as of February 5, 2020

Finding	Recommendation(s)	Management Response as of August 5, 2019	Management Response as of February 5, 2020	Anticipated Completion Date & Contact
<p>BFCO did not always approve deliverables in a timely manner.</p>	<p>We recommend BFCO review deliverables within five business days as mandated by the grant agreements. We recommend BFCO document correspondence with providers after submission of deliverables in order to accurately track outstanding requests and final submissions. We additionally recommend BFCO enhance controls to ensure deliverables are reviewed timely in the event of staff turnover. This should include supervisory review to periodically ensure deliverables are reviewed and approved in a timely manner</p>	<p>Concur. We have instituted the use of deliverables review checklists that record the date of deliverable receipt and date of review. These are made available to our subrecipients and have helped with more timely submission and review by all parties. Each staff person responsible for deliverables review must record the date of the review and approval into our internal database.</p> <p>We will institute a review process where each Lead will conduct a review of the specialists work through a random sampling of their programs and provide support to staff if any issues arise.</p>	<p>BFCO has continued to use deliverables review checklists that record the date of deliverable receipt and date of review.</p> <p>We have instituted a review process where each Lead conducts a review of the specialists' work through a random sampling of their programs. If the Lead finds that a staff member is behind, the Lead assists through helping with the review or reassigning work within the unit.</p> <p>As our program grows additional staff will be hired to ensure deliverables are reviewed in a timely manner.</p>	<p>1/24/2020 (These procedures are currently in place).</p>

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<p>Kid’s Hope Alliance did not meet the average daily attendance goal.</p>	<p>We recommend Kid’s Hope Alliance strive to meet the average daily attendance goal for both sites in accordance with the application. This could be accomplished by enhancing marketing and awareness activities for this grant program in order to raise parental awareness whose youth would benefit from the program.</p>	<p>Agree. The Jacksonville Partnership for Children, Youth, and Families contends the average daily attendance for Hyde Park and San Jose will be adjusted to reflect the current population of students at each school.</p> <p>The application submitted to the 21st CCLC should have been amended to reflect the reduction in student population at both San Jose and Hyde Park Schools.</p>	<p>Kids Hope Alliance revised the average daily attendance for each site to reflect the current student population at each school. The average daily attendance for 2019-2020 is as follows:</p> <ul style="list-style-type: none"> • Hyde Park Afterschool: Average Daily Attendance 67 • Hyde Park Summer: Average Daily Attendance 52 • San Jose Afterschool: Average Daily Attendance 83 	<p>Submitted to Florida Department of Education/21st Century Community Learning Center October 2019</p> <p>Submitted by Dae Lynn Helm, Assistant Director of Research and Grants</p>

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