

For Your Inspection



“Mission First, People Always, Integrity Forever”
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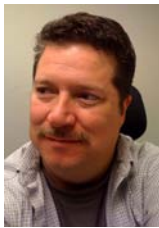
WWW.CNCISOIG.GOV

Office Of Inspector General, Corporation For National And Community Service

OIG Profile

Stewart W. Leathwood IT Specialist

Stewart Leathwood should know the OIG's information systems inside and out. After all, he designed and implemented the high tech network that effectively supports the work of OIG managers, auditors, investigators and support staff.



Leathwood, hired in 1998 to design, setup, and maintain the OIG computer network infrastructure, is responsible for all computer maintenance and operations. He also serves as webmaster for the OIG website (www.cncsoig.gov).

Before joining the OIG, Leathwood worked for Cherokee Information Services under contract to the Corporation For National And Community Service, serving as the Help Desk Supervisor and Data Communications Specialist. From 1990 to 1996, while working at Complex Corporation, he developed a database system for inventorying computer equipment and parts for the U. S. Army Office of the Deputy Chief of Staff.

Born in St. Louis, MO and a Virginia resident for more than 40 years, Leathwood graduated from Old Dominion University with a Bachelor of Fine Arts degree in 1982. He also holds Microsoft Certifications for exchange servers, and active directory systems

OIG PROVIDES OVERSIGHT ON RECOVERY ACT FUNDS

The Office of Inspector General (OIG) has been charged with providing vital oversight over the \$200 million that has been invested in expanded national service programs under the American Recovery and Reinvestment Act of 2009.

The \$789 billion Act, signed into law by President Barack Obama on Feb. 17, includes allocations to the Corporation for National and Community Service (Corporation) of \$89 million to expand the ranks of AmeriCorps members, \$65 million for added Volunteers in Service to America (VISTA) members, and \$6 million for Corporation technology upgrades.

The OIG was allocated \$1 million over four-year period under the Act to track and protect taxpayer dollars invested in expanding volunteer programs. The Corporation will use much of its Act funding to make grants to nonprofit agencies nationwide that support and deploy AmeriCorps and VISTA members to meet local needs.

The OIG is currently coordinating with Corporation management as it develops a detailed implementation plan for the use of Act funds.

“It is vital that every one of these dollars is put to good use, as quickly, efficiently and effectively as possible,” said Inspector General Gerald Walpin. “A lot of Americans and their communities are

hurting amid the current economic crisis. The skills and talents of AmeriCorps and VISTA volunteers are needed more than ever. My office is pledged to see to it that these expanded programs have the maximum positive impact.”

The OIG's oversight program, which includes audits, investigations and evaluations, is part of a government-wide effort called “Recovery.gov” that is being coordinated by the Federal Office of Management and Budget (OMB).



Federal Inspectors General, along with the Government Accountability Office and OMB, are monitoring the use and the impact of all Act funds by Federal agencies. They have begun reporting their actions and findings at www.recovery.gov, an Internet website set up under the Act to provide taxpayers with full disclosure.

The website includes a page featuring OIG actions, reports, and results related to Act-funded Corporation programs and activities. The public can also get details on the OIG's oversight effort via a link on our own site: www.cncsoig.gov.

OIG CASE MANAGEMENT IS GOING HIGH TECH

Office of Inspector General investigators are being armed with a new high-tech tool that will replace mountains of paperwork with a laptop-accessible database full of vital case information.

The new OIG Case Management System (CMS) replaces an aging, limited database that was only accessible from computers at OIG headquarters in Washington. That worked a hardship on OIG Special Agents, who were unable to either check or update case information while in the field. Agents,

charged with investigating allegations of wrongdoing in all 50 states and U.S. Territories, spend much of their time on the road.

The CMS features a trove of information, including investigative targets, witnesses, victims, scanned copies evidentiary documents, and real-time updates on prosecutorial or administrative actions. Continued page 2

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OIG CASE MANAGEMENT IS GOING HIGH TECH

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The CMS is accessible via any Internet-capable computer and is secured by passwords and encrypted transmissions.

"This system is getting us into the 21st Century when it comes to casework," said Robert Walters, Assistant Inspector General for Investigations. "It greatly expands our capability to monitor and manage our work."

Using the CMS, the Inspector General, Counsel to the Inspector General and other OIG managers are able to conduct reviews and raise questions about cases based on real-time information, allowing them to better coordinate with agents in the field. The CMS will also capture the man-hours devoted to each stage of an investigation, providing valuable information that can be used for more accurate, performance-based, budgeting of OIG resources.

A similar system is in the works for the OIG's Audit Section, with implementation targeted for 2011. The resulting overall database will allow for better coordination between audit and investigative efforts. For example, agents and auditors will be able to instantly tell if a grantee or an individual has been the subject of a prior OIG action and learn the

REDESIGNED WEBSITE DEBUTS

There's a whole new look at www.cncsoig.gov and a wealth of information about OIG investigations and audits. Our website, reformulated as a training tool for Corporation employees, grantees and volunteers, features video presentations, replete with soothing classical background music, of the OIG's Fraud Awareness and Audit Briefings. Web surfers looking for information on OIG reports, including audits and Semiannual Reports to Congress, can easily find them in an improved display format. The website also includes a link to our Recovery.gov page, which details the OIG's oversight of taxpayer funds invested in the AmeriCorps and VISTA programs under the American Recovery and Reinvestment Act of 2009.

Office Of Inspector General
Corporation For National And
Community Service

Created by the National and Community Service Trust Act of 1993, the Corporation provides opportunities for Americans to serve their communities through: Senior Corps, AmeriCorps, VISTA, National Civilian Community Corps and Learn and Serve America. The 1993 Act also established the Office of Inspector General, which conducts independent and objective audits and investigations of Corporation programs and operations to prevent and deter waste, fraud and abuse. It also recommends policies to Corporation management to promote economy and efficiency.

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The OIG Audit Process

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Fraud Awareness

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The OIG Handbook
RECOVERY.GOV
Accountability and Transparency
This is your money. You have a right to know where it's going and how it's being spent. Learn what steps we're taking to ensure you can track our progress every step of the way.

DON'T LEAVE SALARIES OPEN TO QUESTION

If you manage or work for a nonprofit agency that receives Federal grant funds from multiple sources, it's important that you maintain timesheet records that accurately reflect amount of time devoted to each grant. Failure to do so can lead to questioned salary costs.

OIG auditors often cite the lack of such records in questioning portions of salaries paid to grantee managers and staff and claimed against a Corporation grant. Many grantees also operate other taxpayer-supported programs. In such cases, the programs are required to compile and maintain detailed personnel activity reports.

A number of programs have made the mistake of basing grant charges for salaries on program budget estimates. Corporation rules mandate that such charges be based on an "after-the-fact determination of the actual activity of each employee."

These timesheets must also be signed by the employee and his or her supervisor and maintained to document the validity of salaries charged to the grant.