

# UNIVERSITY OF ILLINOIS SYSTEM

URBANA-CHAMPAIGN • CHICAGO • SPRINGFIELD

Office of Business Services  
301 Coble Hall, MC-335  
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Champaign, Illinois 61820

## University of Illinois FY21 Federal Compliance Audit Corrective Action Plans

### **Finding 2021-008 Untimely Submission of HEERF Reporting**

**Plan:**

**UIC-** The final submission date for HEERF reporting will be for Q2 2022 on 3/30/2022 and the University has issued alerts and calendar reminders to ensure this will be reported on time, within 10 days after the close of the quarter.

**UIS -** UIS has implemented a review process whereby the director prepares the report another appropriate staff member reviews and approves the data prior to publishing. In the absence of the director, the associate director or another senior staff member may prepare the report. We are also ensuring that the quarterly reports posted to the website are documented, time stamped, and saved as a pdf for future requests to demonstrate timeliness.

**Expected Implementation Date:**

**UIC-** January 2022

**UIS -** January 2022

**Contact:**

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### **Finding 2021-009 HEERF Student Aid Disbursements**

**Plan:** The Director of Financial Aid and other staff members prepared the criteria for HEERF III student grant awards in fall 2021. The criteria was vetted and reviewed by Internal Audit, as well as, the Acting Associate Provost for Enrollment Management. The data extracted from Banner to determine which students met the established criteria was reviewed extensively internally, including review and agreement

by another staff member, prior to submitting the feeder files to Bursar for disbursement. The same process is being followed in the spring semester.

**Expected Implementation Date:**

November 2021

**Contact:**

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**Finding 2021-010 Errors in Reporting for NSLDS**

**Plan:**

UIUC - The University will continue with the plan implemented in spring 2021

UIC - Office of Student Financial Aid and Scholarships will work along with Registration Services to make sure the program enrollment dates are updated properly and within the allotted timeframe.

**Expected Implementation Date:**

UIUC: Spring 2021

UIC: January 2022

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### **Finding 2021-011 Inadequate Documentation of Reconciliation Reviews**

**Plan:** The Director and Associate Director of Financial Aid prepare, review, approve and document monthly reconciliation activities. In the absence of either the Director or the Associate Director, a senior staff member may work with Director/Associate Director to prepare, review and approve reconciliations. Additional reports have been identified to assist in the process, as well as a virtual meeting with staff at UIUC to review their established process.

**Expected Implementation Date:** January 2022

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### **Finding 2021-012 Excess Cash**

**Plan:** The Offices of Student Financial Aid will partner with Sponsored Program Administration to review cash management processes and procedures relevant to timely excess cash returns.

**Expected Implementation Date:** June 2022

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## **Finding 2021-013 Perkins Loan Recordkeeping**

**Plan:** After 2006 promissory notes are signed electronically and stored electronically. Any exceptions to electronic signature after 2006 are stored in fireproof cabinets. As of June 30<sup>th</sup>, 2018 there are no new Perkins promissory notes due to termination of the loan program. Any paper promissory notes removed from fireproof cabinets will be returned to the cabinet same day.

**Expected Implementation Date:** March 2022

**Contact:**

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