

**University of Illinois FY16 Federal Audit
Corrective Action Plans**

Finding 2016-004 – Inadequate Support for Cash Requests

Plan:

The Grants & Contracts Office is providing additional training to the unit and is implementing additional procedures to prevent funds from being drawn in advance.

Expected Implementation Date:

June 30, 2017

Contact:

Linda Gregory, Interim Director, Grants & Contracts Post-Award
University of Illinois at Urbana-Champaign
1901 S. First Street, Champaign, IL 61820
217-333-4881

Finding 2016-005 – Inadequate Procedures for Closing out Federal Projects

Plan:

The University continues to devote additional attention to close-out review and processing to improve the timeliness of project closeout. The University updated its close-out procedures and implemented additional procedures to monitor the timeliness of federal account close-outs.

Expected Implementation Date:

On-going

Contact:

Linda Gregory, Interim Director, Grants & Contracts Post-Award
University of Illinois at Urbana-Champaign
1901 S. First Street, Champaign, IL 61820
217-333-4881

Karen McCormack, Interim Director, Grants & Contracts
University of Illinois at Chicago
809 S. Marshfield Ave., MC 551
Chicago, Illinois 60612
312-996-0624

Finding 2016-006 – Inadequate Procedures for Verifying Participant Eligibility

Plan:

The University is reviewing existing procedures to identify areas of improvement and revising procedures for verifying participant eligibility as needed.

Expected Implementation Date:

June 30, 2017

Contact:

Linda Gregory, Interim Director, Grants & Contracts Post-Award
University of Illinois at Urbana-Champaign
1901 S. First Street, Champaign, IL 61820
217-333-4881

Finding 2016-007 – Incomplete Cost Transfer Information

Plan:

The University is working with the College of Agriculture, Consumer and Environmental Sciences to review its policies related to documentation and approval of cost transfers and is implementing procedures to ensure the University cost transfer policies are being adequately followed by Hatch Capacity Funds and Cooperative Extension Services Smith-Lever Capacity Grant.

Expected Implementation Date:

July 1, 2016

Contact:

Linda Gregory, Interim Director, Grants & Contracts Post-Award
University of Illinois at Urbana-Champaign
1901 S. First Street, Champaign, IL 61820
217-333-4881

Finding 2016-008 – Failure to Communicate Required Information to Subrecipients or Obtain Required Information from Subrecipient

Plan:

The University is reviewing and revising its procedures relative to issuance of subrecipient awards. This includes revising the agreements and profile forms. The new forms and agreements emphasize collection and reporting of pertinent award data. The agreements cited were completed prior to the implementation of these procedures. The University is revisiting awards completed under the previous procedures to ensure required elements have been communicated.

Expected Implementation Date:

July 1, 2017

Contact:

Linda Learned, Sr. Associate Director, Office of Sponsored Programs
University of Illinois at Urbana-Champaign
1901 S. First Street, Champaign, IL 61820
217-265-7686

Karen McCormack, Interim Director, Grants & Contracts
University of Illinois at Chicago
809 S. Marshfield Ave., MC 551
Chicago, Illinois 60612
312-996-0624

Finding 2016-009 – Untimely Submission of Financial Reports

Plan:

The University is reviewing existing policies and procedures to identify areas of improvement and revising policies to ensure financial reports are submitted timely as needed.

Expected Implementation Date:

On-going

Contact:

Linda Gregory, Interim Director, Grants & Contracts Post-Award
University of Illinois at Urbana-Champaign
1901 S. First Street, Champaign, IL 61820
217-333-4881

Karen McCormack, Interim Director, Grants & Contracts
University of Illinois at Chicago
809 S. Marshfield Ave., MC 551
Chicago, Illinois 60612
312-996-0624

Finding 2016-010 – Errors in Reporting for National Student Loan Data Systems (NSLDS)

Plan:

The University continues to work with the third-party vendor and the National Student Loan Data Systems to ensure errors in reporting are corrected on a timely basis.

Expected Implementation Date:

June 30, 2017

Contact:

Donna Butler, Assistant Registrar
University of Illinois at Urbana-Champaign
901 West Illinois St. Suite 140, MC-063
Urbana, IL 61801-3446
217-244-9078

Michelle Lee Garcia, Associate Registrar
University of Illinois at Chicago
1200 W. Harrison (M/C 018), Suite 1264
Chicago, IL 60607
312-996-9572

Brian Clevenger, Registrar
University of Illinois Springfield
One University Plaza, MS UHB 1076
Springfield, IL 62794
217-206-6174

Finding 2016-011 – Over-Award of Title IV Funds

Plan:

The Office of Financial Assistance is reviewing existing procedures to identify areas of improvement and will provide refresher training to Financial Assistance staff to ensure internal reports are reviewed and adjustments made if necessary.

Expected Implementation Date:

January 01, 2017

Contact:

Carolyn Schloemann, Acting Director of Financial Assistance
University of Illinois Springfield
One University Plaza, MS UHB 1015
Springfield, IL 62794
217-206-6724

Finding 2016-012 – Inadequate Return of Title IV Fund Calculation

Plan:

The University is reviewing existing procedures to ensure funds are properly and timely returned to the Department of Education and will revise if determined necessary.

Expected Implementation Date:

June 30, 2017

Contact:

Shirley Rodriguez-Vega, Interim Director of Financial Aid.
Office of Student Financial Aid University of Illinois at Chicago,
1200 W. Harrison (M/C 334), Suite 1800
Chicago, IL 60607
312-996-5563

Carolyn Schloemann, Acting Director of Financial Assistance
University of Illinois Springfield
One University Plaza, MS UHB 1015
Springfield, IL 62794
217-206-6724

Finding 2016-013 – Incomplete Documentation in Client Eligibility Files

Plan:

The Division of Specialized Care for Children central office will continue to conduct quality assurance audits within claims processing to mitigate errors.

Expected Implementation Date:

On-going

Contact:

Karen McCormack, Interim Director, Grants & Contracts
University of Illinois at Chicago
809 S. Marshfield Ave., MC 551
Chicago, Illinois 60612
312-996-0624

Finding 2016-014 – Improper Property Management Procedures

Plan:

The University is reviewing existing property control policies and procedures to ensure property control tags are properly in place and equipment loan forms are properly completed.

Expected Implementation Date:

On-going

Contact:

Linda Gregory, Interim Director, Grants & Contracts Post-Award
University of Illinois at Urbana-Champaign
1901 S. First Street, Champaign, IL 61820
217-333-4881