

Retired Senior Volunteer Service Grantee Failed to Complete National Service Criminal History Check, Accurately Report the Number of Volunteers, Failed to Conduct Volunteer Station Assessments and Update the Volunteer Station Memorandum of Understanding

Closed 11/01/2017

CNCS-OIG investigated allegations that employees from the Retired Senior Volunteer Program (RSVP) of Tulsa, Tulsa, OK, intentionally submitted inaccurate time and attendance and inflated the number of RSVPs enrolled on their Progress Report to CNCS.

The investigation found no evidence to support the allegation that employees falsified or submitted inaccurate time and attendance. However, the investigation concluded RSVP of Tulsa demonstrated a lack of due diligence in ensuring the RSVP grant was properly administered. RSVP of Tulsa violated:

- 45 CFR § 2540.204 when they failed to complete the National Service Criminal History Check (CHC) on a covered employee. Additionally, RSVP of Tulsa did not use the approved repository (Oklahoma State Bureau of Investigation) or received approval to use alternative search procedures to conduct the former employee's background check;
- 45 CFR § 2553.25(g) when they intentionally did not accurately report the number of RSVP volunteers in the program. The executive director for RSVP Tulsa admitted to utilizing the number of participants for a Tai Chi class to be counted as RSVP volunteers. The seniors enrolled in the Tai Chi class were only participants and did not perform any service related activities; and
- 45 CFR § 2553.23 when they failed to update the Memorandums of Understanding (MOU) and conduct the required annual assessments of the volunteer stations. The executive director admitted RSVP of Tulsa did not perform reliable verification of the volunteer service hours. In addition, 20 percent of the MOU's were expired.

Agency/Administrative Actions

CNCS management concurred with CNCS-OIG findings and took the following actions: (1) disallowed \$1,500, in accordance with the CNCS disallowance matrix, for the period the former employee worked without a completed CHC; (2) instructed the RSVP of Tulsa on MOU requirements. Five MOUs were updated and the remaining expired MOUs were transitioned to inactive status; and (3) provided technical assistance related to enrollment of RSVP volunteers and appropriate service activities. RSVP of Tulsa was directed to revise the affected annual progress report (PPR) and exclude participants of the Tai Chi class from its volunteer counts throughout the report.

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