



May 16, 2002

OIG REPORT 02-32

MEMORANDUM FOR: SUSAN HENSHAW
PROJECT DIRECTOR
CHATTOOGA COUNTY SCHOOLS

SUBJECT: Memorandum Survey Report
Review of the Parents Children Teachers
Force 3 Project
GA-13739

PURPOSE

The purposes of our review were to determine; (1) the allowability of the costs claimed under the ARC grant, (2) if the grant objectives were being met and (3) the current status of the project.

SCOPE

The State Coordinator and an ARC representative had just recently visited for a program evaluation, therefore, we performed a limited review of the grantee's records, and held discussions with grantee officials in Summerville, Georgia, on April 25, 2002. The period of performance for the grant is October 1, 2000 to October 31, 2002. We used the provisions of the grant agreement, Office of Management and Budget (OMB) Circulars A-87 and A-102, and the ARC Code, as a basis for determining allowable costs and compliance requirements. Audit work was performed in accordance with Government Auditing Standards.

BACKGROUND

ARC Grant GA-13739 was awarded to the Chattooga County Schools to provide funds to involve parents more in the education of their children leading to higher levels of educational achievement. The Parents Children Teachers (PCT) Force 3 project focus' on four high poverty elementary schools. The project seeks to increase the level of parental involvement in their children's education by teachers making home and work-site visits and by offering a parent training program.

The total project costs was estimated at \$180,346. The ARC grant is for \$88,600 (49%) and the grantee was to pay or cause to be paid the non-federal matching contribution of \$91,746 (51%).

RESULTS

Financial Review

During our visit, we reviewed the grantee's accounting records, including invoices and supporting documentation for the grant costs charged to the project. Claimed costs were supported by the grantee's accounting records and no deficiencies were noted as to the allowability of the expenses or the adequacy of the documentation for the expenditures we reviewed. The grantee was meeting their requirement for matching funds.

The grantee's third reimbursement request, dated May 14, 2002, claimed expended costs of \$26,442 for the period August 1, 2001 to January 31, 2002, which included grant costs of \$14,411 and matching costs of \$11,931; and also requested advance grant funds of \$23,071 for the period January 31, 2002 to June 30, 2002. Total grant funds requested to date totals \$74,854, leaving a balance of \$13,746.

Program Review

The grantee's first year for the project was successful and has been awarded a second year to continue. However, the original Project Director had transferred to another position and this project has had an interim director since January 2002. The new Project Director had started the day of our visit. The ARC Coordinator will be meeting with the grantee in June 2002, to provide technical assistance.



Clifford H. Jennings
Inspector General



May 16, 2002

Susan Henshaw
Project Director
Chattooga County Schools
33 Middle School Road
PO Box 30
Summerville, Georgia 30747

re: OIG Report 02-32
ARC Grant GA-13739

Dear Ms. Henshaw:

Enclosed is a copy of our report dealing with the subject grant. We have closed the report based on the absence of any reportable conditions.

A copy of the report has been provided to the Federal Co-Chairman, ARC Executive Director, Program Operations, and Georgia State Alternate.

The courtesies and cooperation afforded the auditor were appreciated.

Sincerely,

Clifford H. Jennings
Inspector General

Enclosure

cc: Federal Co-Chairman
ARC Executive Director
Program Operations
Georgia State Alternate