



OFFICE OF
INSPECTOR GENERAL
U.S. DEPARTMENT OF THE INTERIOR

Independent Auditor's Biennial Report — Performance Audit of Expenditures and Obligations Used by the Secretary of the Interior in the Administration of the Wildlife and Sport Fish Restoration Programs Improvement Act of 2000, Pub. L. No. 106—408, for Fiscal Years 2021 and 2022

This is a revised version of the report prepared for public release.




OFFICE OF
INSPECTOR GENERAL
U.S. DEPARTMENT OF THE INTERIOR

SEP 06 2023

Memorandum

To: Martha Williams
Director
U.S. Fish and Wildlife Service

From: Kathleen R. Sedney 
Assistant Inspector General for Audits, Inspections, and Evaluations

Subject: *Independent Auditor's Biennial Report – Performance Audit of Expenditures and Obligations Used by the Secretary of the Interior in the Administration of the Wildlife and Sport Fish Restoration Programs Improvement Act of 2000, Pub. L. No. 106–408, for Fiscal Years 2021 and 2022*
Report No. 2022–FIN–044

Introduction

This memorandum transmits the biennial audit report prepared by Saint George Consulting, Inc., for its audit of the expenditures and obligations the Secretary of the Interior used to administer the Wildlife and Sport Fish Restoration Programs Improvement Act of 2000, Pub. L. No. 106–408, for fiscal years (FYs) 2021 through 2022. The U.S. Fish and Wildlife Service (FWS) administers programs covered by the Act.

The Office of Inspector General (OIG) contracted with Saint George Consulting, an independent public accounting firm, which performed the required audit of the expenditures and obligations for FYs 2021 and 2022.¹ As mandated by statute, the contract required the audit to be performed in accordance with the generally accepted government auditing standards.

Results of Independent Audit

In its biennial audit report, dated March 27, 2023, Saint George Consulting concluded that FWS internal controls for effectively accounting for expenditures and obligations under the Act were effective to ensure all costs as reported in the FWS Report to Congress for FY 2021 and FY 2022 were adequately supported by appropriate documentation. Saint George Consulting also reported two instances of noncompliance with laws and regulations but stated that these issues have since been resolved due to amendments in the Infrastructure Investment and Jobs

¹ The OIG is required to “procure the performance of biennial audits, in accordance with generally accepted accounting principles, of expenditures and obligations of amounts used by the Secretary of the Interior for expenses for administration incurred in the implementation of this Act.” Pub. L. No. 106–408 § 9(d).

Act.² Saint George Consulting also identified an internal control weakness and made one recommendation to remedy the issue. The FWS concurred with the recommendation.

Evaluation of Independent Auditor's Performance

The OIG took the following actions to ensure the quality of the audit work that Saint George Consulting performed:

- Reviewed Saint George Consulting's approach to and planning of the audit.
- Evaluated the qualifications and independence of the auditors.
- Monitored the progress of the audit at key points.
- Participated in periodic meetings with FWS management and Saint George Consulting to discuss audit progress, findings, and recommendations.
- Reviewed Saint George Consulting's audit report.
- Performed other procedures we deemed necessary.

Saint George Consulting is responsible for the attached report and conclusions expressed therein. We do not express an opinion on the findings and recommendations or on Saint George Consulting's conclusions regarding effectiveness of internal controls or compliance with laws and regulations.

Report Distribution

The Inspector General Act of 1978, Pub. L. No. 95-452, requires that we report to Congress semiannually on all audit, inspection, and evaluation reports issued; actions taken to implement recommendations; and recommendations that have not been implemented.

As required by the Wildlife and Sport Fish Restoration Programs Improvement Act of 2000, Pub. L. No. 106-408, this report was transmitted to the Secretary of the Interior and the Inspector General on March 27, 2023. It has also been transmitted to the appropriate Congressional committees.

We appreciate the courtesies and cooperation FWS staff extended to Saint George Consulting during the audit. If you have any questions regarding the report, please contact me at 202-208-5745.

Attachment

² The Dingell-Johnson Sport Fish Restoration Act was amended by the Infrastructure Investment and Jobs Act, Pub. L. No. 117-58, 135 Stat. 429, Title VIII (2021). As a result, administrative costs, including personnel costs for work hours full-time and part-time employee spent directly administering the Act, are authorized with certain limitations not relevant here.

Saint George Consulting Inc.
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Vienna, VA 22180

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SAINT GEORGE
CONSULTING

March 27, 2023

Mr. Mark Lee Greenblatt, Inspector General
Office of Inspector General
U.S. Department of the Interior
1849 C Street, N.W.
Washington, DC 20240

Reference: 140T0121F0009 P00001

Dear Inspector General Greenblatt:

Please find enclosed the final report titled 'Performance Audit of Expenditures and Obligations Used by the Secretary of the Interior in the Administration of the Wildlife and Sport Fish Restoration Programs Improvement Act of 2000, Public Law (PL) 106-408, for Fiscal Years 2021 and 2022' dated March 27, 2023 for the U.S. Department of Interior.

If you have any questions or require additional information, please contact me by telephone at [REDACTED] or via email at [REDACTED] [@saintgeorgeconsulting.com](mailto:[REDACTED]@saintgeorgeconsulting.com).

Sincerely,

[REDACTED]

Saint George Consulting Inc.



**Audit Report – Draft
For
Performance Audit
Of
Expenditures and Obligations Used by the Secretary of the Interior in
the Administration of the Wildlife and Sport Fish Restoration
Programs Improvement Act of 2000, Public Law 106-408, for Fiscal
Years 2021 and 2022**



Prepared for:
U.S. Department of Interior
Office of Inspector General

As of Date: March 27, 2023

Prepared by:
Saint George Consulting Inc.
2603 Amanda Ct
Vienna, VA 22180

Performance Audit of Expenditures and Obligations Used by the Secretary of the Interior in the Administration of the Wildlife and Sport Fish Restoration Programs Improvement Act of 2000, Public Law 106-408 for Fiscal Years 2021-2022.

Table of Contents

1.0 EXECUTIVE SUMMARY.....1

2.0 BACKGROUND.....3

3.0 OBJECTIVE, SCOPE, AND METHODOLOGY.....5

3.1 Objective.....5

3.2 Scope.....5

3.3 Methodology.....6

3.3.1 Internal Controls.....8

3.3.1.1 Internal Controls Over Payroll.....8

3.3.1.2 Internal Controls Over Non-Payroll.....8

3.3.2 Compliance Testing.....9

3.3.2.1 Full-Time Provision.....9

3.3.2.2 Part-Time Provision.....10

3.3.2.3 Overhead and Common Program Services Allocation..... 10

3.3.2.4 Training.....10

3.3.2.5 Travel.....10

3.3.2.6 Relocation.....10

3.4 Reporting Phase.....11

4.0 RESULTS.....11

5.0 FINDINGS.....17

5.1 Compliance - Internal Controls, Condition, Criteria, Cause, Effect and Recommendation.....17

5.2 Compliance - Personnel Costs FT-Employees, Condition, Criteria, Cause, Effect & Recommendation...17

5.3 Compliance – Relocation, Condition, Criteria, Cause, Effect and Recommendation.....18

6.0 CONCLUSIONS.....20

7.0 RECOMMENDATION.....20

8.0 MANAGEMENT RESPONSE TO REPORT.....20

9.0 AUDITOR EVALUATION OF MANAGEMENT RESPONSE.....22

10.0 ATTACHMENT 1: PRIOR YEAR NON-COMPLIANCE.....23

11.0 ABBREVIATIONS.....24

1.0 EXECUTIVE SUMMARY

March 27, 2023

Ms. Deb Haaland, Secretary
U.S. Department of the Interior
1849 C Street, N.W.
Washington, DC 20240

Mr. Mark Lee Greenblatt, Inspector General
Office of Inspector General
U.S. Department of the Interior
1849 C Street, N.W.
Washington, DC 20240

Dear Ms. Haaland and Mr. Greenblatt:

This report presents the results of our work to address the performance audit objective relative to expenditures and obligations used by the Secretary in administering the Wildlife and Sport Fish Restoration (“WSFR”) Programs Improvement Act of 2000 (hereinafter called the Act), Public Law 106-408, for fiscal years (FYs) 2021 and 2022. We performed our audit work from April 29, 2022 through January 27, 2023, and our results are as of February 10, 2023.

We conducted this performance audit in accordance with generally accepted government auditing (GAGAS) standards. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusion based on our audit objective. We believe that the evidence obtained provides a reasonable basis for our findings and conclusion based on our audit objective.

The objective of our work was to determine whether expenditures and obligations used by the Secretary as reported by the U.S. Fish and Wildlife Service (“FWS”) in administering the Act for FYs 2021 and 2022 were appropriate, adequately supported by appropriate documentation, and with the criteria set forth in the Act, and to report on FWS’s compliance with applicable laws and regulations and the internal control system for effectively accounting for expenditures and obligations under the Act.

1. FWS’s internal controls for effectively accounting for expenditures and obligations under the Act were effective to ensure all costs as reported under the “Report to Congress” for FY 2021 and FY 2022 were adequately supported by appropriate documentation.
2. FWS’s policies and procedure in place weren’t fully effective to ensure full compliance with the Act Provisions. FWS was in violation with the Full-Time (FT) provisions of the Act in FY 2021 and partially in violation with the FT provisions of the Act from October 1-November 14, 2021, and therefore not in compliance with the Act during FY 2021 and partially with the Act during FY 2022 the period under review.
 - FWS WSFR FT employees in most cases weren’t charging FT to the Act during FY 2021 and during FY 2022 (October 1 – November 14, 2021).

3. FWS's practice for charging relocation expenses for personnel, who after relocation will administer the Act on a FT basis for at least one year, was not in compliance with the provision of the Act for relocation costs i.e. CDAIC 11.

FWS should ensure FWS policies and procedures are in place reference 2 and 3 above to implement the changes as a result of The 'Infrastructure Investment And Jobs Act', PL 117-58, November 15, 2021, 135 Stat 429, Title VIII - Sport Fish Restoration and Recreational Boating Safety SEC. 28001. Sport Fish Restoration And Recreational Boating Safety that amended Section 4 of the Dingell-Johnson Sport Fish Restoration Act (16 U.S.C. 777h (Requirements and restrictions concerning use of amounts for expenses for administration of the Act)), amended the criteria and now authorizes expenses for administration to include personnel costs of employees for the work hours of each employee (full-time or part-time) spent directly administering this Act, as certified by their supervisor, and relocation expenses for full-time or part-time employees, as long as the relocation expenses do not exceed the percentage of work hours spent administering this Act.”

4. Region 9 did not provide a Region 9 Certification of Spending for FY 2021 as required by Section 133(c) of the Wildlife and Sport Fish Restoration Programs Improvement Act.

SGC recommends that the FWS Chief, Budget of Administration have a quality control in place to ensure Regional Certifications are certified and provided to him/her by a certain date for review to ensure compliance with timely submittal.

This performance audit didn't constitute an audit of financial statements in accordance with *Government Auditing Standards (GAS)*. Saint George Consulting Inc. wasn't engaged to and didn't render an opinion on the Department of the Interior's ("DOI") or FWS's internal controls over financial reporting or over financial management systems (for purposes of the Office of Management and Budget's (OMB) Circular No. A-127, Financial Management Systems, dated January 9, 2009, as revised). Saint George Consulting Inc. cautions that projecting the results of our evaluation to future periods is subject to the risks that controls may become inadequate because of changes in conditions or because compliance with controls may deteriorate.

Saint George Consulting Inc.

Vienna, VA

March 27, 2023

2.0 BACKGROUND

Performance Audit of U.S. Fish & Wildlife Service Wildlife Restoration and Sport Fish Restoration Programs for Fiscal Years 2021 & 2022

Wildlife Restoration and Sport Fish Restoration (“WSFR”) programs are the responsibility of the Secretary of the Interior as per the Pittman-Robertson Wildlife Restoration Act (16 U.S.C. 669 et seq.) and the Dingell-Johnson Sport Fish Restoration Act (16 U.S.C. 777 et seq., except 777e-1 and g-1). The Secretary delegated administration of these two Acts to the Fish and Wildlife Service (“FWS”). The Wildlife and Sport Fish Restoration Programs Improvement Act of 2000 (hereinafter called the Act) established requirements and restrictions concerning the use of funds for expenses for administration and delineated that expenses be limited to 12 ‘Costs Distributed by Improvement Act Categories’ (CDIAC) as outlined below:

- (1): Personnel costs of employees who directly administer this chapter on a full-time (FT) basis;
- (2): Personnel costs of employees who directly administer this chapter on a part-time (PT) basis for at least 20 hours each week, not to exceed the portion of those costs incurred with respect to the work hours of the employee during which the employee directly administers this chapter, as those hours are certified by the supervisor of the employee;
- (3): Support costs directly associated with personnel costs authorized under paragraphs (1) and (2), excluding costs associated with staffing and operation of regional offices of the FWS and the DOI other than for the purposes of this chapter;
- (4): Costs of determining under section 669e (a) of this title whether State comprehensive plans and projects are substantial in character and design;
- (5): Overhead costs, including the costs of general administrative services, that are directly attributable to administration of this chapter and are based on: (A) Actual costs, as determined by a direct cost allocation methodology approved by the Director of the Office of Management and Budget for use by Federal agencies; and (B) in the case of costs that are not determinable under subparagraph (A), an amount per FT equivalent employee authorized under paragraphs (1) and (2) that does not exceed the amount charged or assessed for costs per FT equivalent employee for any other division or program of the FWS;
- (6): Costs incurred in auditing, every 5 years, the wildlife and sport fish activities of each State fish and game department and the use of funds under section 669e of this title by each State fish and game department;
- (7): Costs of audits under subsection (d) of this section (the Act);
- (8): Costs of necessary training of Federal and State FT personnel who administer this chapter to improve administration of this chapter;
- (9): Costs of travel to States, territories, and Canada by personnel who: (A) Administer this chapter on a FT basis for purposes directly related to administration of State programs or projects; or (B) Administer grants under sections 669e, 669h-1, or 669h-2 of this title;
- (10): Costs of travel outside the United States (except travel to Canada) by personnel who administer this chapter on a FT basis for purposes that directly relate to administration of this chapter and that are approved directly by the Assistant Secretary for Fish and Wildlife and Parks;

- (11): Relocation expenses for personnel who, after relocation, will administer this chapter on a FT basis for at least 1 year, as certified by the Director of the United States Fish and Wildlife Service at the time at which the relocation expenses are incurred; and
- (12): Costs to audit, evaluate, approve, disapprove, and advise concerning grants under sections 669e, 669h-1, and 669h-2 of this title.”

The 'Infrastructure Investment And Jobs Act', PL 117-58, November 15, 2021, 135 Stat 429, Title VIII - Sport Fish Restoration and Recreational Boating Safety SEC. 28001. Sport Fish Restoration And Recreational Boating Safety that amended Section 4 of the Dingell-Johnson Sport Fish Restoration Act (16 U.S.C. 777h (Requirements and restrictions concerning use of amounts for expenses for administration of the Act)), amended the criteria and now authorizes expenses for administration to include personnel costs of employees for the work hours of each employee (full-time or part-time) spent directly administering this Act, as certified by their supervisor, and relocation expenses for full-time or part-time employees, as long as the relocation expenses do not exceed the percentage of work hours spent administering this Act.”

Amounts allowed by the Acts and actual expenses reported by FWS in its ‘Report to Congress-Administration Obligations for FY 2021 are \$22,708,000; and for FY 2022 are \$23,713,000. Breakout by CDIAC for FY2019 and FY2020 are detailed in the next two tables.

**Report to Congress - Administration Obligations for FY 2021
as Required by Public Law 106-408, Section 133(b)**

**Wildlife and Sport Fish Restoration Programs Improvement Act of 2000
(in thousands of dollars)**

<i>Costs Distributed by Improvement Act Category</i>		<u>WR</u>	<u>SFR</u>	<u>Total</u>
1.	Personnel working full time to administer the Act (salary plus benefits)	7,383	6,750	14,133
2.	Personnel working part time to administer the Act (salary plus benefits)	7	10	17
3.	Support costs for personnel	1,416	1,208	2,624
4.	Determining substantiality of character and design of State plans and projects	0	0	---
5. a.	Overhead - Based on Actual Costs	380	402	782
b.	Overhead - Based on FTE	1,260	1,239	2,499
6.	Audits of States	1,084	1,200	2,284
7.	Audits of administration expenditures	54	54	108
8.	Training of Federal and State full-time personnel	13	10	23
9.	Travel to the States, territories, Canada	11	4	15
10.	Travel outside the United States	0	0	0
11.	Relocation of personnel	139	84	223
12.	Audit, evaluate, approve, etc., grants	0	0	---
2021 Cost to Administer the Restoration Acts under P.L. 106-408:		11,747	10,961	22,708

Note: Categories 4 and 12 are not tracked separately. Costs for these administrative activities are included primarily in categories 1 and 9.

Report to Congress - Administration Obligations for FY 2022
as Required by Public Law 106-408, Section 133(b)
Wildlife and Sport Fish Restoration Programs Improvement Act of 2000
(in thousands of dollars)

<i>Costs Distributed by Improvement Act Category</i>		<u>WR</u>	<u>SFR</u>	<u>Total</u>
1.	Personnel working full time to administer the Act (salary plus benefits)	6,907	7,304	14,211
2.	Personnel working part time to administer the Act (salary plus benefits)	67	119	186
3.	Support costs for personnel	1,374	1,709	3,083
4.	Determining substantiality of character and design of State plans and projects	0	0	---
5. a.	Overhead - Based on Actual Costs	384	406	790
b.	Overhead - Based on FTE	1,395	1,380	2,775
6.	Audits of States	828	1,037	1,865
7.	Audits of administration expenditures	58	58	116
8.	Training of Federal and State full-time personnel	18	13	31
9.	Travel to the States, territories, Canada	210	182	392
10.	Travel outside the United States	1	0	1
11.	Relocation of personnel	139	124	263
12.	Audit, evaluate, approve, etc., grants	0	0	---
2021 Cost to Administer the Restoration Acts under P.L. 106-408:		11,381	12,332	23,713

Note: Categories 4 and 12 are not tracked separately. Costs for these administrative activities are included primarily in categories 1 and 9.

3.0 OBJECTIVE, SCOPE, AND METHODOLOGY

3.1 Objective

The objectives of the performance audit were to:

- To determine whether expenditures and obligations used by the Secretary of the Interior, as reported by the FWS, in the administration of the Act for fiscal years 2021 and 2022 were appropriate, adequately supported by appropriate documentation, and in accordance with the criteria set forth in the Act;
- Report on FWS's compliance with applicable laws and regulations; and
- Report on FWS's internal controls for effectively accounting for expenditures and obligations under the Act.

3.2 Scope

The scope of this performance audit included expenditures and obligations incurred by the Secretary of the Interior in administering the Act for FYs 2021 and 2022. The Secretary has

delegated administration of the Act to FWS; accordingly, FWS reports all related expenditures and obligations incurred.

3.3 Methodology

In planning the engagement, we interviewed FWS Region 9 Headquarter personnel involved in administering the Act, including personnel at Region 1, Region 2, Region 3, Region 4, Region 5, Region 6, Region 7 and Region 8, to understand regional administration policies and procedures in place surrounding internal controls developed and operating at FWS in FYs 2021 and 2022.

For each fiscal year, FY 2021 and FY 2022 we performed the following procedures to select transactions subject to test work procedures. We obtained the electronic general ledger transaction detail of expenditures and obligations (transactional detail) reported by FWS and reconciled it without material exception to the FY 2021 and FY 2022 ‘Report to Congress’ for the Administration of the Act to ensure the completeness of the population. Our population size for FY 2021 consisted of 26,398 transactions. Our population size for FY 2022 consisted of 39,603 transactions. Using a confidence level of 95%, desired precision ± 5% and anticipated error rate of 10% we grouped our transactions into five separate groups where we pulled our transactions to test for both internal controls and for compliance with the Act. The below tables are our group breakouts on our sample item selections for each FY.

For each fiscal year, we performed the following procedures to select a sample of items for our test work procedures. We obtained the electronic general ledger transaction detail of expenditures and obligations (transactional detail) reported by USFWS for FYs 2021 and 2022. Then we reconciled it to the Report to Congress for FYs 2021 and 2022 for the Administration of the Act to ensure the completeness of the population and it is without material exception. USFWS provided us the following transactional details:

- WR and SFR (OOTR) 2021; and
- WR and SFR (OOTR) 2022

From the transaction detail above SGC selected sampled sizes for FY 2021 and FY 2022

FY 2021

Number of Strata	14	Stratum	Cat 1&2 F	Cat 1&2 WL	Cat 3 F	Cat 3 WL	Cat 5&5A F	Cat 5&5A WL	Cat 6 F	Cat 6 WL	Cat 9 F	Cat 9 WL	Cat 11 F	Cat 11 WL	Other F	Other WL	SUM
Population Size	26,398	Population Size	10,987	9,539	1,245	2,436	518	523	188	209	103	247	23	19	110	251	26,398
Confidence Level	95	% Sample size	42	36	5	9	2	2	1	1	0	1	0	0	0	1	100
Desired Precision	5	%	2,989,614.50	2,605,438.74	420,582.94	726,219.00	283,270.28	283,136.16	-119,534.49	-201,680.04	-17,227.28	-830,485.45	-576.79	-387.25	-20,527.24	-1,078,854.59	5,038,988
Anticipated Error Rate	10	% final sample size	42	36	5	9	5	5	5	5	5	5	5	5	5	5	142

Sample sizes were determined assuming an error (exception) rate of 10% and a desired precision of ± 5% at the 95% confidence level. Any sample size less than 5 was increased to 5. The anticipated projection assuming an error rate of 10% is shown below.

FY 2022

Number of Strata	14	Stratum	Cat 1&2 F	Cat 1&2 WL	Cat 3 F	Cat 3 WL	Cat 5&5A F	Cat 5&5A WL	Cat 6 F	Cat 6 WL	Cat 9 F	Cat 9 WL	Cat 11 F	Cat 11 WL	Other F	Other WL	SUM	
Population Size	39,603	Population Size	10,986	10,039	2,881	4,694	496	494	273	212	3,660	5,345	27	77	149	270	39,603	
Confidence Level	95	%	Sample size	42	40	12	19	2	2	1	1	15	22	0	0	1	1	158
Desired Precision	±	5	%	2,775,650.22	2,541,924.30	778,463.96	1,223,834.97	244,927.15	244,930.77	734,762.82	-308,724.24	969,522.40	1,384,163.98	-814.78	-8,564.87	-55,406.78	816,490.40	11,341,160
Anticipated Error Rate	10	%	Final sample size	42	40	12	19	5	5	5	5	15	22	5	5	5	5	190

As was done for 2022, sample sizes were determined assuming an error (exception) rate of 10% and a desired precision of ± 5% at the 95% confidence level. Any sample size less than 5 was increased to 5.

The below table is a ‘Summary of Sample Transactions by Region by FY by CDIAC for Testing.’ For CDIAC 1&2 sample transactions were further broken down into individual payroll records. Transactions for FY 2021 CDIAC 1&2 consisted of 78 payroll transactions and for FY 2022 CDIAC 1&2 consisted of 82 payroll transactions.

Summary of Sample Transactions per Region and Audit Category

Summary of Sample Transactions By Region By Fiscal Year By 'Cost Distributed By Improvement Act Category' For Testing												
	Region 1 Portland Oregon	Region 2 Albuquerque New Mexico	Region 3 Bloomington Minnesota	Region 4 Atlanta Georgia	Region 5 Hadley Massachusetts	Region 6 Lakewood Colorado	Region 7 Anchorage Alaska	Region 8 Sacramento California	Region 9 Falls Church Virginia	Total	Cost Distributed By Improvement Act Category	
FY 2021	6	4	1	5	6	7	9	4	36	78	Category 1 & 2 Category 1 & 2	
FY 2022	3	14	3	2	5	5	3	4	43	82		
FY 2021	1	2	1	1	4	0	0	0	15	24	Category 3, 6 Category 3, 6	
FY 2022	0	1	3	1	6	2	0	0	28	41		
FY 2021	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Category 4 Category 4	
FY 2022	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A		
FY 2021	0	0	0	0	0	0	0	0	10	10	Category 5 Category 5	
FY 2022	0	0	0	0	0	0	0	0	10	10		
FY 2021	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Category 7 Category 7	
FY 2022	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A		
FY 2021	3	0	5	5	1	3	0	2	1	20	Category 8 & 11 (other) Category 8 & 11 (other)	
FY 2022	3	2	4	3	1	0	0	3	4	20		
FY 2021	0	4	1	2	2	0	0	0	1	10	Category 9 Category 9	
FY 2022	6	4	4	3	4	2	1	0	13	37		
FY 2021	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Category 12 Category 12	
FY 2022	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A		
	22	31	22	22	29	19	13	13	161	332		

For all other FY 2021 & FY 2022 transactional groupings making up CDIAC 3, CDIAC 5, CDIAC 6, CDIAC 8, CDIAC 11 and CDIAC 9 we selected the following: (1) for CDIAC 3 and CDIAC 6 a sample of 24 non-payroll transactions for FY 2021 and 41 non-payroll transactions for FY 2022; (2) for CDIAC 5 a sample of 10 Overhead-Based on Actual Costs transactions for both FY 2021 and FY 2022; (3) for CDIAC 8 and 11, a sample of 20 transactions for both FY 2021 and FY 2022; and (4) for CDIAC 9 a sample of 10 transactions for FY 2021 and 37 transactions for FY 2022 based on statistical methods. Hence, due to previous audit findings we decided to conduct a second sampling of transactions for CDIAC 1, 2 and 9.

3.3.1 Internal Controls

For Region 1 – Region 9 SGC requested ‘Certification of Spending for FY 2021 and FY 2022’ as required by Section 133(c) of the Wildlife and Sport Fish Restoration Programs Improvement Act.

In order to test the operating effectiveness of relevant internal controls, we performed both ‘Internal Controls over Payroll’ and ‘Internal Controls over Non-Payroll’ testing.

3.3.1.1 Internal Controls over Payroll

For payroll CDIAC 1 & 2 we tested the following payroll controls:

- Control #1: Timesheet is signed and approved by the approving official.
- Control #2: Timesheet is reviewed and signed (verified) by the employee for each pay cycle or timekeeper in employee absence.
- Control #3: Timesheet is validated by the timekeeper for each pay cycle.
- Control #4: Timekeeper is on the list of authorized timekeepers.
- Control #5: Timesheet is charged correctly to 5110 Wildlife Restoration Adminis and/or 9410 Sport Fish Restoration Administration for each pay cycle.
- Control #6: Certifiers are on the authorized official list.

3.3.1.2 Internal Controls over Non-Payroll

For non-payroll CDIAC 3, 6, 8, 9 and 11 we tested the following non-payroll controls where applicable:

- Control #1: An obligating document is properly kept.
- Control #2: The program approver reviews the acquisition request and signs it either electronically or manually.
- Control #3: The funds certifier reviews the Budget Tracking System and/or the Financial and Business Management System to confirm that funds are available for purchases. To document that funds are available, the funds certifier signs the acquisition request either electronically or manually.
- Control #4: The contracting officer is on the authorization list.
- Control #5: A contracting officer may only approve an acquisition request up to his or her warrant authority limit.
- Control #6: Procurement documents must be signed by the contractor and contracting officer.
- Control #7: The invoice amount agrees with purchase order, acquisition request, or contract.
- Control #8: A receipt of goods or services receipt is certified or a receiving document is signed.
- Control #9: Journal vouchers are adequately supported.
- Control #10: The cardholder has signed and dated his or her monthly statement verifying that the reconciliation has been performed and submits the statement to an approving official for review within 10 days of receipt.

- Control #11: The approving official reviews the cardholder’s statement for activity and the appropriateness of charges. If approved, the statement is signed and dated after review within 10 days of receipt.
- Control #12: The payment is properly recorded.
- Control #13: The transaction is supported by proper and appropriate documentation.
- Control #14: The transaction is recorded for the correct amount.
- Control #15: The transaction is recorded in the correct period.
- Control #16: The transaction is recorded in the correct cost category.
- Control #17: The transaction is in a cost category allowed by the Act.
- Control #18: The cost charged is reasonable and appropriate under the Act.

For each sample item selected, we first determined whether the identified relevant controls were operating effectively. We did this by reviewing supporting documentation, such as acquisition requests, charge card statements, invoices, personnel records, purchase orders and timesheets. Afterwards we tested to ensure the amounts were allowable and supported with proper documentation.

Region Site Visits and Non-Region Site Visits

To obtain assurances of FWS compliance with the Act and waste, fraud and abuse we conducted survey interviews with regional Fiscal Grant Officers from the following locations:

- Region 1, Portland, Oregon
- Region 2, Albuquerque, New Mexico
- Region 3, Bloomington, Minnesota
- Region 5, Hadley, Massachusetts
- Region 6, Lakewood, Colorado
- Region 7, Anchorage, Alaska
- Region 8, Sacramento, California
- Region 9, HQ, U.S. FWS, Falls Church, Virginia
-

To obtain assurances of FWS compliance with the Act and waste, fraud and abuse we conducted phone interviews with regional Fiscal Grant Officers from the following locations:

- Region 4, Atlanta, Georgia

3.3.2 Compliance Testing

3.3.2.1 Full-Time Provision

To test compliance with the FT provision of the Act, we used extracted sampled payroll records of employees we pulled from the population of transactions from the electronic general ledger transaction detail of expenditures and obligations for FY21 and FY 2022. We then matched these sampled payroll records with FWS WSFR FT employee rosters for each region. Then, during our testing of each region, we tested a random sample of FT personnel that tied to the extracted sampled payroll records who were listed on the region roster and who charged FT to the Act to determine whether they were actually performing work FT in support of the WSFR programs for FYs 2021 and 2022. In addition, we reviewed the payroll records (i.e., employee statements) to see if selected FT employees were charging to other cost codes besides the WSFR programs.

3.3.2.2 Part-Time Provision

To test compliance with the PT provision of the Act, we analyzed PT budget object classes for all the regions for FY 2021 and FY 2022 to determine what FWS employees were charging to the Act on a PT basis and if they were charging more than 20 hours per week, but less than 40 hours per week. We requested explanations from the region for any PT employee that we found to be charging less than 20hrs a week in addition to those charging to the Act that weren't listed on the region's PT roster.

3.3.2.3 Overhead and Common Program Services Allocation

To test compliance with the Act's overhead provisions (CDIAC 5b) we obtained reports from DOI finance and FWS HQs showing annual breakout of CDIAC 5b costs charged to the Act for FY 2021 and FY 2022. These costs included both 'Enterprise Common Program Service (CPS)' costs and 'Regional Cost Share Allocated by FT employee (FTE). From each region we reviewed documentation showing their methodology for developing costs by FTE for both FY 2021 and FY 2022. In addition, we inquired about the methodology used by DOI finance and FWS in allocating costs to FTEs and breakouts not only at the WSFR program level but how their share of costs compared with other FWS programs. Thereafter, we analyzed these costs both at the region level and FWS headquarter level to see if they tied and rolled up to the costs being reported at the FWS enterprise level as reported on the 'Report to Congress' for FY 2021 and FY 2022.

3.3.2.4 Training

To test compliance with the Act's training expense provisions, we used the extracted sampled training transactions we pulled from the FY 2021 and FY 2022 general ledger of transactions. We then reviewed this training documentation to see if the training received tied to training required to administer the WSFR programs. In addition, for the regions we tested we inquired about the training that took place during FY 2021 and FY 2022, if any, and what the reasons were for the training to see if any training they underwent was not in compliance with Act's training provision.

3.3.2.5 Travel

To test compliance with the Act's travel expense provisions, we used the extracted sampled travel transactions we pulled from the FY 2021 and FY 2022 general ledger of transactions. We then reviewed this travel documentation to see if the travel was for appropriate reasons and required for the administration of the Act. In addition, for the regions we tested we inquired about the travel they underwent for FY 2021 and FY 2022, if any, and what the reasons were for the travel to see if any travel they underwent was not in compliance with Act's travel provision.

3.3.2.6 Relocation

To test compliance with the Act's relocation cost provisions, we analyzed relocation budget

object classes for all the regions for FY 2021 and FY 2022 to determine what FWS employees were charging against the Act for relocation costs for FY 2021 and FY 2022. For those we identified, we provided the WSFR employee names to the respective region to obtain documentation that they actually relocated to the region and that prior to their relocation signed documentation that committed them FT to the WSFR programs for one year after reporting to the new region location. We then requested employee statements near the beginning and near the end of their one-year period of commitment to see if they were charging FT to the Act or if they were charging less than FT and to other FWS programs.

3.4 Reporting Phase

During the reporting phase, we:

- Reported on FWS’s internal controls for effectively accounting for expenditures and obligations under the Act;
- Determined whether expenditures and obligations used by the Secretary of the Interior as reported by FWS in administering the Act for FYs 2021 and 2022 were appropriate, adequately supported by appropriate documentation, and in accordance with criteria set forth in the Act;
- Reported on FWS’s compliance with applicable laws and regulations and the Act;
- Identified any recommended actions that may be needed; and
- Performed independent referencing between work papers and the report.

4.0 RESULTS

For Region 1 – Region 9 SGC requested ‘Certification of Spending for FY 2021 and FY 2022’ as required by Section 133(c) of the Wildlife and Sport Fish Restoration Programs Improvement Act.

Region 1 – Region 8 provided the ‘Certification of Spending for FY 2021 and FY 2022’ as required by Section 133(c) of the Wildlife and Sport Fish Restoration Programs Improvement Act. However, Region 9 only provided the ‘Certification of Spending for FY 2022’ as required by Section 133(c) of the Wildlife and Sport Fish Restoration Programs Improvement Act. Region 9 did not provide a Region 9 ‘Certification of Spending for FY 2021’ as required by Section 133(c) of the Wildlife and Sport Fish Restoration Programs Improvement Act.

Internal Control Procedures Results Summary For Payroll and Non-Payroll Expenditures

Payroll Internal Control Exceptions for FYs 2021 and 2022

Payroll internal controls were operating effectively.

Our review of the 78 payroll transactions (CDIAC 1 & 2) tested for FY 2021 we found no internal control exceptions. Our review of 82 payroll transactions (CDIAC 1 & 2) tested for FY 2022 we found no internal control exceptions.

CDIAC 1 = Personnel working FT to administer the Act (salary plus benefits).

CDIAC 2 = Personnel working PT to administer the Act (salary plus benefits).

Payroll Expenditures for FYs 2021 and 2022						
FY 2021			FY 2022		Total	
Control	No. of Internal Control Exceptions	Error Rate % of 78 Payroll Transactions	No. of Internal Control Exceptions	Error Rate % of 82 Payroll Transactions	Total Internal Control Exceptions of 160 Sampled Payroll Transactions	Error Rate % of 160 Sampled Payroll Transactions
1	0	0	0	0	0	0
2	0	0	0	0	0	0
3	0	0	0	0	0	0
4	0	0	0	0	0	0
5	0	0	0	0	0	0
6	0	0	0	0	0	0
Total	0	0	0	0	0	0

Each control in table above correlates to control # 1-6 listed above under 3.3.1.1 Internal Controls Over Payroll.

Non-Payroll Expenditures for FYs 2021 and 2022

Our review of the 24 non-payroll transactions (CDIAC 3) (CDIAC 6) tested for FY 2021 we found 0 exceptions. Our review of the 41 non-payroll transactions (CDIAC 3) (CDIAC 6) tested for FY 2022 we found 0 exceptions.

CDIAC 3 = Support costs for personnel
 CDIAC 6 = Audits of States.

Non-Payroll Expenditure Exceptions for FYs 2021 and 2022						
FY 2021			FY 2022		Total	
Control	No. of Internal Control Exceptions	Error Rate % of 24 Sampled Support Costs Records	No. of Internal Control Exceptions	Error Rate % of 41 Sampled Support Costs Records	Total Internal Control Exceptions of 65 Sampled Support Cost Records	Error Rate % of 65 Sampled Support Cost Records
1	0	0	0	0	0	0
2	0	0	0	0	0	0
3	0	0	0	0	0	0
4	0	0	0	0	0	0
5	0	0	0	0	0	0
6	0	0	0	0	0	0
7	0	0	0	0	0	0
8	0	0	0	0	0	0
9	0	0	0	0	0	0
10	0	0	0	0	0	0
11	0	0	0	0	0	0
12	0	0	0	0	0	0

13	0	0	0	0	0	0
14	0	0	0	0	0	0
15	0	0	0	0	0	0
16	0	0	0	0	0	0
17	0	0	0	0	0	0
18	0	0	0	0	0	0
Total	0	0	0	0	0	0

Overhead Based on Actual Expenditures for FYs 2021 and 2022

Our review of the 10 overhead transactions (CDIAC 5a) tested for FY 2021 we found 0 exceptions. Our review of the 10 overhead transactions (CDIAC 5a) tested for FY 2022 we found 0 exceptions

CDIAC 5 = Overhead – Based on Actual Costs

Overhead Expenditure Exceptions for FYs 2021 and 2022						
FY 2021			FY 2022		Total	
Control	No. of Internal Control Exceptions	Error Rate % of 10 Sampled Overhead - Based on Actual Costs	No. of Internal Control Exceptions	Error Rate % of 10 Sampled Overhead - Based on Actual Costs	Total Internal Control Exceptions of 20 Samples	Error Rate % of 20 Sampled Overhead - Based on Actual Costs
1	0	0	0	0	0	0
2	0	0	0	0	0	0
3	0	0	0	0	0	0
4	0	0	0	0	0	0
5	0	0	0	0	0	0
6	0	0	0	0	0	0
7	0	0	0	0	0	0
8	0	0	0	0	0	0
9	0	0	0	0	0	0
10	0	0	0	0	0	0
11	0	0	0	0	0	0
12	0	0	0	0	0	0
13	0	0	0	0	0	0
14	0	0	0	0	0	0
15	0	0	0	0	0	0
16	0	0	0	0	0	0
17	0	0	0	0	0	0
18	0	0	0	0	0	0
Total	0	0	0	0	0	0

In addition to sample testing 5a above we performed an analysis of 5b (Overhead – Based on FTE) to ensure the ‘Overhead-Based on FTE’ was developed per the methodology used by DOI and FWS. See below table of total overhead and common program service cost broken down by FY,

type of program and type of CDIAC.

Region/Description	FY 2021		FY 2021		FY 2022		FY 2022	
	Wildlife Restoration		Sportfish Restoration		Wildlife Restoration		Sportfish Restoration	
	5a. Overhead - Based On Actual Costs	5b. Overhead - Based on FTEs	5a. Overhead - Based On Actual Costs	5b. Overhead - Based on FTEs	5a. Overhead - Based On Actual Costs	5b. Overhead - Based on FTEs	5a. Overhead - Based On Actual Costs	5b. Overhead - Based on FTEs
CPS Costs Charged by Regions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$12,598.50		\$12,598.50
Regional Cost Share Allocation By FTE	\$380,370.53	\$0.00	\$401,982.79	\$0.00	\$383,788.54	\$0.00	\$406,650.48	\$0.00
Total CPS and Regional Cost Share Allocation by Regions	\$380,370.53	\$0.00	\$401,982.79	\$0.00	\$383,788.54	\$12,598.50	\$406,650.48	\$12,598.50
Overhead Costs charged by HQ for Regional Office Support	\$0.00	\$460,525.88	\$0.00	\$406,666.35	\$0.00	\$460,525.88	\$0.00	\$406,666.35
FWS Headquarters Cost Share Allocation Charged by FTE	\$0.00	\$370,152.28	\$0.00	\$403,529.15	\$0.00	\$370,152.28	\$0.00	\$403,529.15
Total Overhead Costs Charged HQ	\$380,370.53	\$830,678.16	\$401,982.79	\$810,195.50	\$383,788.54	\$843,276.66	\$406,650.48	\$822,794.00
Enterprise-wide CPS Costs Charged by HQ to Wildlife		\$428,894.00				\$552,502.20		
Enterprise-wide CPS Costs Charged by HQ to Sportfish				\$428,893.00				\$557,521.78
Total Enterprise-wide Costs Charged by HQ		\$428,894.00		\$428,893.00		\$552,502.20		\$557,521.78
Crosss Charging For Services						\$0.00		\$0.00
Total Overhead & CPS Costs	\$380,370.53	\$1,259,572.16	\$401,982.79	\$1,239,088.50	\$383,788.54	\$1,395,778.86	\$406,650.48	\$1,380,315.78
CPS—Common Program Services			FY 2020				FY 2021	
Total for Fiscal Year			\$2,498,660.66				\$2,776,094.64	
Check Number	\$380,000.00	\$1,260,000.00	\$402,000.00	\$1,239,000.00	\$384,000.00	\$1,395,000.00	\$406,000.00	\$1,380,000.00
Difference	(\$370.53)	(\$427.84)	\$17.21	\$88.50	\$211.46	\$778.86	(\$650.48)	\$315.78

As noted above there are un-supportable total costs of \$798.37 for the WR Program in FY 2021. And a total difference of \$105.71 for the SFR Program in FY 2021. Also, there are un-supportable total costs of \$990.32 for the WR Program in FY 2022 and un-supportable costs for a total of \$334.70 for the SFR Program in FY 2022. These differences noted above may be considered rounding differences and were considered acceptable.

Audit of States, Training and Relocation Expenditures for FYs 2021 and 2022

Our review of the 20 transactions (CDIAC 6, 8 & 11) tested for FY 2021 we found 0 exceptions. Our review of the 20 transactions (CDIAC 6, 8 & 11) tested for FY 2022 we found 0 exceptions.

CDIAC 6 = Audits of States.

CDIAC 8 = Training of Federal and State FT personnel.

CDIAC 11 = Relocation of personnel

Audits of States, Training and Relocation Expenditure Exceptions for FYs 2021 and 2022						
FY 2021			FY 2022		Total	
Control	No. of Internal Control Exceptions	Error Rate % of 20 Transactions	No. of Internal Control Exceptions	Error Rate % of 20 Transactions	Total Internal Control Exceptions of 40 Transactions	Error Rate % of 40 Transactions
1	0	0	0	0	0	0
2	0	0	0	0	0	0
3	0	0	0	0	0	0
4	0	0	0	0	0	0
5	0	0	0	0	0	0
6	0	0	0	0	0	0

7	0	0	0	0	0	0
8	0	0	0	0	0	0
9	0	0	0	0	0	0
10	0	0	0	0	0	0
11	0	0	0	0	0	0
12	0	0	0	0	0	0
13	0	0	0	0	0	0
14	0	0	0	0	0	0
15	0	0	0	0	0	0
16	0	0	0	0	0	0
17	0	0	0	0	0	0
18	0	0	0	0	0	0
Total	0	0	0	0	0	0

Travel Expenditures for FYs 2021 and 2022

Our review of the 10 travel transactions (CDIAC 9) tested for FY 2019, we found 0 exceptions.

Our review of the 37 travel transactions (CDIAC 9) tested for FY 2020, we found 0 exceptions.

CDIAC 9 = Travel to the States, territories, Canada

Travel Expenditure Exceptions for FYs 2021 and 2022						
	FY 2021		FY 2022		Total	
Control	No. of Internal Control Exceptions	Error Rate % of 10 Sampled Travel Records	No. of Internal Control Exceptions	Error Rate % of 37 Sampled Travel Records	Total Internal Control Exceptions of 47 Sampled Travel Records	Error Rate % of 47 Sampled Travel Records
1	0	0	0	0	0	0
2	0	0	0	0	0	0
3	0	0	0	0	0	0
4	0	0	0	0	0	0
5	0	0	0	0	0	0
6	0	0	0	0	0	0
7	0	0	0	0	0	0
8	0	0	0	0	0	0
9	0	0	0	0	0	0
10	0	0	0	0	0	0
11	0	0	0	0	0	0
12	0	0	0	0	0	0
13	0	0	0	0	0	0
14	0	0	0	0	0	0
15	0	0	0	0	0	0
16	0	0	0	0	0	0
17	0	0	0	0	0	0
18	0	0	0	0	0	0

Total	0	0	0	0	0	0
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Compliance Procedures Results Summary

This table summarizes unallowable and/or unsupportable costs we identified as a result of our testing of expenditures.

Category	Obligated Amounts			Unallowable/Questioned Costs		Total Unallowable/Questioned Costs
	FY 2021			FY 2021		
	WR	SFR	Total Obligations	WR	SFR	
Payroll	\$7,390,000	\$6,760,000	\$14,150,000	0	0	0
Support	\$1,416,000	\$1,208,000	\$2,624,000	0	0	0
Overhead	\$1,640,000	\$1,641,000	\$3,281,000	0	0	0
Audits of States	\$1,084,000	\$1,200,000	\$2,284,000	0	0	0
Audit of Admin Expenses	\$54,000	\$54,000	\$108,000	0	0	0
Training	\$13,000	\$10,000	\$23,000	0	0	0
Travel to States/Outside States	\$11,000	\$4,000	\$15,000	0	0	0
Relocation	\$139,000	\$84,000	\$223,000	0	0	0
Total	\$11,747,000	\$10,961,000	\$22,708,000	0	0	0

Category	Obligated Amounts			Unallowable/Questioned Costs		Total Unallowable/Questioned Costs
	FY 2022			FY 2022		
	WR	SFR	Total Obligations	WR	SFR	
Payroll	\$6,974,000	\$7,423,000	\$14,397,000	0	0	0
Support	\$1,374,000	\$1,709,000	\$3,083,000	0	0	0
Overhead	\$1,779,000	\$1,786,000	\$3,565,000	0	0	0
Audits of States & Admin Expenses	\$886,000	\$1,095,000	\$1,981,000	0	0	0
Training	\$18,000	\$13,000	\$31,000	0	0	0
Travel to States/Outside States	\$211,000	\$182,000	\$393,000	0	0	0
Relocation	\$139,000	\$124,000	\$263,000	0	0	0
Total	\$11,381,000	\$12,332,000	\$23,713,000	0	0	0

5.0 FINDINGS

5.1 Compliance – Non Compliance with Internal Controls

5.1.1 Condition:

Region 9 did not provide a Region 9 Certification of Spending for FY 2021 as required by Section 133(c) of the Wildlife and Sport Fish Restoration Programs Improvement Act.

5.1.2 Criteria

The Regional Director must sign certify the following:

PART 1: All amounts used for the fiscal year under section 4(a)(1) of the Pittman- Robertson Wildlife Restoration Act (16 U.S.C. 669c(a)(1)) and section 4(d)(1) of the Dingell-Johnson Sport Fish Restoration Act (16 U.S.C. 777c(d)(1)) were necessary for expenses for administration incurred in implementation of those Acts.

PART 2, Modified: All amounts used for the fiscal year to administer those Acts by agency headquarters of the United States Fish and Wildlife Service were used in accordance with those Acts.

5.1.3 Cause

The Region 9 FY 2021 certification was misrouted in the DTS system and Regional Director apparently never saw it.

5.1.4 Effect

During FY 2021 Region 9 was not in compliance with the Act's Internal Control - Certification of Spending for FY 2021.

5.1.5 Recommendation

Recommend that the FWS Chief, Budget of Administration have a quality control in place to ensure Regional Certifications are certified and provided to him/her by a certain date for review to ensure compliance with timely submittal.

5.2 Compliance – Non Compliance with Personnel Costs Full-Time Employees (Repeat Condition)

5.2.1 Condition:

In implementing the Act, under Costs Distributed by Improvement Act Category 1 [(Personnel working full time (FT) to administer the Act (salary plus benefits)] (CDIAC 1) U.S. Fish and Wildlife (FWS) uses two categories of FT personnel: Full-time (FT) employee members who work 100 percent of the time in support

of Wildlife Restoration and Sport Fish Restoration (WSFR) programs; and FT FWS employee members who work 100 percent of the time in support of the WSFR programs and other wildlife restoration-related grant programs, but not 100 percent performing work chargeable to the Act.

5.2.2 Criteria:

U.S.C. Title 16 Chapter 5B: Section 669h, *Requirements and restrictions concerning use of amounts for expenses for administration*, states “The Secretary of the Interior may use available amounts under section 669c (a) (1) of this title only for expenses for administration that directly support the implementation of this chapter that consists of:

(1): Personnel costs of employees who directly administer this chapter on a FT basis.

5.2.3 Cause:

FWS Regions have policies and procedures in place that require FWS WSFR employees to charge time to the Act when only managing the WSFR programs that are part of the Act and charge their other time to the other restoration-related grant programs they spend time on.

Subsequent to passage of the Act, additional wildlife restoration-related grant programs have been authorized by Congress for which administrative funds are provided. To achieve efficiency in managing these programs, FWS has chosen to use personnel who are FWS WSFR Program employees to also manage these new programs, which results in them not being employees who directly administer the Act on a FT basis. Procedures are established in all FWS Regions [(Region 1 (Portland, OR), Region 2 (Albuquerque, NM), Region 3 (Bloomington, MN), Region 4 (Atlanta, GA), Region 5 (Hadley, MA) Region 6 (Lakewood, CO), Region 7 (Anchorage, AK) and Region 8 (Sacramento, CA)] to charge their hours to the program for which they work. Language in the Act during FY 2021 and partially FY 2022 did not allow for this arrangement.

5.2.4 Effect:

During FY 2021 and partially FY 2022 FWS was not in compliance with the Act’s provision CDIA 1 that allows for personnel costs only for FT employees who directly administer the Act on a FT basis. Not limiting personnel who charge time to the Act to only FT personnel who spend 100 percent of their time managing the Act is a violation of the Act.

5.2.5 Recommendations:

None.

The 'Infrastructure Investment And Jobs Act', PL 117-58, November 15, 2021, 135 Stat 429, Title VIII - Sport Fish Restoration and Recreational Boating Safety SEC. 28001. Sport Fish Restoration And Recreational Boating Safety that amended Section 4 of the Dingell-Johnson Sport Fish Restoration Act (16 U.S.C. 777h (Requirements and restrictions concerning use of amounts for expenses for administration of the Act)), amended the criteria and now authorizes expenses for administration to include personnel costs of employees for the work hours of each employee (full-time or part-time) spent directly administering this Act, as certified by their supervisor, and relocation expenses for full-time or part-time employees, as long as the relocation expenses do not exceed the percentage of work hours spent administering this Act.”

5.3 Compliance – Non Compliance with Relocation Provision of the Act (Repeat Condition)

5.3.1 Condition:

FWS's practice for charging relocation expenses for personnel, who after relocation will administer the Act on a FT basis for at least one year, was not in compliance with the provision of the Act for relocation costs i.e. CDAIC 11.

The Act limits relocation expenses to personnel supporting the Act FT who, after relocation, will administer the Act on a FT basis for at least one year, as certified by the Director of the United States Fish and Wildlife Service at the time at which the relocation expenses are incurred.

There was one employee that relocated and in addition to charging to the WSFR Programs charged to the following cost centers: State Wildlife Grants Program, Endangered Species Fiscal work, and Tribal Grants of the State Wildlife Grant Program.

5.3.2 Criteria:

U.S.C. Title 16 Chapter 5B: Section 669h, Requirements and restrictions concerning use of amounts for expenses for administration, states "The Secretary of the Interior may use available amounts under section 669c (a) (1) of this title only for expenses for administration that directly support the implementation of this chapter that consists of:

(11): Relocation expenses for personnel who, after relocation, will administer this chapter on a FT basis for at least one year, as certified by the Director of the United States Fish and Wildlife Service at the time at which the relocation expenses are incurred.

5.3.3 Cause:

Subsequent to passage of the Act, additional wildlife restoration-related grant programs have been authorized by Congress for which administrative funds are provided. To achieve efficiency in managing these programs, FWS has chosen to use personnel who are WSFR Program employees (Act) to also manage these new programs. Procedures are established in all FWS Regions to charge employee hours to the program for which they work; however, language in the Act is still waiting to be changed to allow for this arrangement. This FWS practice (a nexus) resulted in a secondary non-compliance issue where WSFR employees who relocated and incurred relocation expenses, charged within one year of relocation, time to other restoration-related programs, and as a result became non-compliant with the Act's provision CDAIC 11.

5.3.4 Effect:

FWS not being in compliance with the Act's provision CDAIC 11: Relocation expenses for personnel who, after relocation, will administer this chapter on a FT basis for at least one year, as certified by the Director of the United States Fish and Wildlife Service at the time at which the relocation expenses are incurred.

5.3.5 Recommendation:

None

The 'Infrastructure Investment And Jobs Act', PL 117-58, November 15, 2021, 135 Stat 429, Title VIII - Sport Fish Restoration and Recreational Boating Safety SEC. 28001. Sport Fish Restoration And Recreational Boating Safety amended Section 4 of the Dingell-Johnson Sport Fish Restoration Act (16 U.S.C. 777h (Requirements and restrictions concerning use of amounts for expenses for administration of the Act)), amended the criteria and now authorizes expenses for administration to include personnel costs of employees for the work hours of each employee (full-time or part-time) spent directly administering this Act, as certified by their supervisor, and relocation expenses for full-time or part-time employees, as long as the relocation expenses do not exceed the percentage of work hours spent administering this Act.”

6.0 CONCLUSIONS

FWS’s internal controls for effectively accounting for expenditures and obligations under the Act were effective to ensure all costs as reported under the “Report to Congress” for FY 2021 and FY 2022 were adequately supported by appropriate documentation. However, FWS management and Regional management involved in administering the Act didn’t ensure that the policies and procedures in place to fully comply with the Act’s provisions were being followed leading to being in violation of the FT provision and Relocation Provision of the Act.

In addition, SGC identified an internal control issue reference the ‘Certification of Spending for FY 2021 as required by Section 133(c) of the Wildlife and Sport Fish Restoration Programs Improvement Act. Each Regional Director must certify the following:

PART 1: All amounts used for the fiscal year under section 4(a)(1) of the Pittman- Robertson Wildlife Restoration Act (16 U.S.C. 669c(a)(1)) and section 4(d)(1) of the Dingell-Johnson Sport Fish Restoration Act (16 U.S.C. 777c(d)(1)) were necessary for expenses for administration incurred in implementation of those Acts.

PART 2, Modified: All amounts used for the fiscal year to administer those Acts by agency headquarters of the United States Fish and Wildlife Service were used in accordance with those Acts.

However, the Regional Director for Region 9 for FY 2021 failed to certify as required by the Act.

7.0 RECOMMENDATION

SGC recommends that the FWS Chief, Budget of Administration have a quality control in place to ensure Regional Certifications are certified and provided to him/her by a certain date for review to ensure compliance with timely submittal.

8.0 MANAGEMENT RESPONSE TO REPORT

The Fish and Wildlife Service (Service) fully concurs with one of the three audit findings. The Wildlife and Sport Fish Restoration Program (WSFR) is committed to take all necessary actions to assure the integrity of the Wildlife and Sport Fish Restoration Acts (Act) and has taken action to enhance its internal controls.

8.1 WSFR RESPONSE TO AUDITOR FINDING: Non Compliance with Internal Controls

The Service and WSFR concurs with spending certification internal controls. The Manager of Budget and Administration will develop and implement written procedures to ensure the certifications are done in a timely manner. The new procedures will include involving WSFR's administrative officers in the monitoring of the submission in the Document Tracking System (DTS) to ensure it is input correctly and monitored through completion. In addition, suspense dates will be added to portions of the certification process within the control of the Wildlife and Sport Fish Restoration Program and we will request assignee reports for all DTS databases to avoid them being overlooked.

Recommendation 1: SGC recommends that the FWS Chief, Budget of Administration have a quality control in place to ensure Regional Certifications are certified and provided to him/her by a certain date for review to ensure compliance with timely submittal.

Response: Concur: The Manager of Budget and Administration will put in place written procedures to ensure the certifications are done in a timely manner. These procedures will include but may not be limited to including administrative officers on the submission in the Document Tracking System (DTS) to ensure it is input correctly and monitored through completion. In addition, suspense dates will be added to portions of the certification process within the Wildlife and Sport Fish Restoration Program's control. We will also request reports for all assignees in all databases to avoid them being overlooked. We will have these new procedures in place by March 10, 2023.

8.2 WSFR RESPONSE TO AUDITOR FINDING: Non Compliance with Personnel Costs Full-Time Employees (Repeat Condition)

The Service and WSFR do not concur with the full-time employee compliance finding. The WSFR has oversight over a variety of programs, in addition to the Wildlife and Sport Fish Restoration Programs. To ensure a cost-effective and efficient organization, we leverage the skills of our employees across the programs under our management. This results in a decreased administrative cost burden for taxpayers. The changes to the Dingell-Johnson Sport Fish Restoration Act (16 U. S. C. 777h (Requirements and restrictions concerning use of amounts for expenses for administration of the Act)) introduced in the 'Infrastructure Investment and Jobs Act' (PL 117-58, November 15, 2021, 135 Stat 429, Title VIII – Sport Fish Restoration and Recreational Boating Safety SEC. 28001) are of particular relevance to the finding. This amendment now authorizes expenses for administration to include personnel costs for each employee's work hours spent directly administering this Act - full-time or part-time - as certified by their supervisor.

8.3 WSFR RESPONSE TO AUDITOR RECOMMENDATION: Non Compliance with Relocation Provision of the Act (Repeat Condition)

The Service and WSFR do not agree with the compliance finding regarding relocation of employees. In addition to the Wildlife and Sport Fish Restoration Programs, WSFR manages

several other financial assistance programs. . The 'Infrastructure Investment and Jobs Act', PL 117-58, November 15, 2021, 135 Stat 429, Title VIII - Sport Fish Restoration and Recreational Boating Safety SEC. 28001. Sport Fish Restoration And Recreational Boating Safety that amended Section 4 of the Dingell-Johnson Sport Fish Restoration Act (16 U.S.C. 777h (Requirements and restrictions concerning use of amounts for expenses for administration of the Act)), amended the criteria and now authorizes expenses for administration to include personnel costs of employees for the work hours of each employee (full-time or part-time) spent directly administering this Act, as certified by their supervisor, and relocation expenses for full-time or part-time employees, as long as the relocation expenses do not exceed the percentage of work hours spent administering this Act.

9.0 AUDITOR EVALUATION OF MANAGEMENT RESPONSE

Response to 8.1:

Auditor concurs with FWS corrective action plan.

Response to 8.2:

The 'Infrastructure Investment And Jobs Act', PL 117-58, November 15, 2021, 135 Stat 429, Title VIII - Sport Fish Restoration and Recreational Boating Safety SEC. 28001. Sport Fish Restoration And Recreational Boating Safety that amended Section 4 of the Dingell-Johnson Sport Fish Restoration Act (16 U.S.C. 777h (Requirements and restrictions concerning use of amounts for expenses for administration of the Act)), amended the criteria and now authorizes expenses for administration to include personnel costs of employees for the work hours of each employee (full-time or part-time) spent directly administering this Act, as certified by their supervisor, and relocation expenses for full-time or part-time employees, as long as the relocation expenses do not exceed the percentage of work hours spent administering this Act.”

Response to 8.3:

The 'Infrastructure Investment And Jobs Act', PL 117-58, November 15, 2021, 135 Stat 429, Title VIII - Sport Fish Restoration and Recreational Boating Safety SEC. 28001. Sport Fish Restoration And Recreational Boating Safety that amended Section 4 of the Dingell-Johnson Sport Fish Restoration Act (16 U.S.C. 777h (Requirements and restrictions concerning use of amounts for expenses for administration of the Act)), amended the criteria and now authorizes expenses for administration to include personnel costs of employees for the work hours of each employee (full-time or part-time) spent directly administering this Act, as certified by their supervisor, and relocation expenses for full-time or part-time employees, as long as the relocation expenses do not exceed the percentage of work hours spent administering this Act.”

10.0 ATTACHMENT 1: PRIOR YEAR NON-COMPLIANCE

The below is closed: The 'Infrastructure Investment And Jobs Act', PL 117-58, November 15, 2021, 135 Stat 429, Title VIII - Sport Fish Restoration and Recreational Boating Safety SEC. 28001. Sport Fish Restoration And Recreational Boating Safety that amended Section 4 of the Dingell-Johnson Sport Fish Restoration Act (16 U.S.C. 777h (Requirements and restrictions concerning use of amounts for expenses for administration of the Act)), amended the criteria and now authorizes expenses for administration to include personnel costs of employees for the work hours of each employee (full-time or part-time) spent directly administering this Act, as certified by their supervisor, and relocation expenses for full-time or part-time employees, as long as the relocation expenses do not exceed the percentage of work hours spent administering this Act.”

Year	Number	Recommendation	Status
2013/2014	1	Request revising language in the Act to allow for personnel who work on other WR/SFR programs to charge time to the appropriate WR/SFR program and remove the limitation of allowable personnel costs to only those personnel who directly administer the Act on a full-time basis or part-time for no fewer than 20 hours per week (Repeat).	Open

11.0 ABBREVIATIONS

ACT	Programs Improvement Act of 2000
CAM	Cost Allocation Methodology
CAT	Category
CDIAC	Costs Distributed by Improvement Act Categories'
CPS	Common Program Services
DOI	Department of Interior
F	Sport Fish Restoration
FWS	U.S. Fish and Wildlife Service
FT	Full Time
FTE	Full-time Equivalent
FY	Fiscal Year
GAGAS	Generally Accepted Government Auditing Standards
GAO	Government Accountability Office
GAS	Government Auditing Standards
HQ	Headquarters
IBC	Interior Business Center
MOU	Memorandum of Understanding
NHPA	National Historic Preservation Act of 1966
OIG	Office of the Inspector General
OMB	Office of Management and Budget
PCS	Permanent Change of Station
PL	Public Law
PT	Part Time
SFR	Sport Fish Restoration
T&A	Time and Attendance
U.S.C.	United States Code
WL	Wildlife Restoration
WSFR	Wildlife and Sport Fish Restoration
WR	Wildlife Restoration



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