



DEPARTMENT OF SMALL BUSINESS AND SUPPLIER DIVERSITY

REPORT ON AUDIT FOR THE YEAR ENDED JUNE 30, 2023

Auditor of Public Accounts
Staci A. Henshaw, CPA

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AUDIT SUMMARY

Our audit of the Coronavirus State and Local Fiscal Recovery Funds federal grant program, administered by the Department of Small Business and Supplier Diversity (DSBSD), for the fiscal year ended June 30, 2023, found:

- proper recording and reporting of all transactions, in all material respects, in the Commonwealth's accounting and reporting system;
- no matters involving internal control and its operation necessary to bring to management's attention nor instances of noncompliance with applicable laws and regulations or other matters that are required to be reported.

In July 2020, the Commonwealth of Virginia created the Rebuild VA Small Business Grant Program (Rebuild VA) to provide financial assistance for Virginia's small businesses and non-profits whose operations were impacted by the COVID-19 pandemic and funded the grant program with \$120 million in Coronavirus Relief funds from the Coronavirus Aid, Relief, and Economic Security (CARES) Act. During fiscal year 2022, DSBSD received \$380 million in Coronavirus State and Local Fiscal Recovery Funds from the American Rescue Plan Act to continue to administer this program. The Commonwealth's Secretary of Commerce and Trade established the eligibility requirements for Rebuild VA grant payments in fiscal year 2021 with the initial CARES Act funding, and the requirements remained the same through the end of the program in November 2022. During fiscal year 2023, DSBSD made payments of over \$120 million to approximately 1,900 small businesses throughout the Commonwealth that met Rebuild VA grant requirements.



Commonwealth of Virginia

Auditor of Public Accounts

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P.O. Box 1295
Richmond, Virginia 23218

January 8, 2024

The Honorable Glenn Youngkin
Governor of Virginia

Joint Legislative Audit
and Review Commission

Willis Morris
Department of Small Business and Supplier Diversity

We have audited the financial records and operations of the Coronavirus State and Local Fiscal Recovery Funds federal program, administered by the **Department of Small Business and Supplier Diversity (DSBSD)**, for the year ended June 30, 2023. We conducted this audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States, in support of the Commonwealth's Single Audit. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions based on our audit objectives. We believe that the evidence obtained provides a reasonable basis for our findings and conclusions based on our audit objectives.

Audit Objectives

Our audit's primary objective was to audit the Rebuild VA Small Business Grant Program, as funded by the Coronavirus State and Local Fiscal Recovery Funds federal program, in support of the Commonwealth's Single Audit for the year ended June 30, 2023. In support of this objective, we evaluated the accuracy of recorded financial transactions in the Commonwealth's accounting and financial reporting system. We reviewed the adequacy of DSBSD's internal controls over compliance with applicable laws, regulations, contracts, and grant agreements.

Audit Scope and Methodology

DSBSD's management has responsibility for establishing and maintaining internal control and complying with applicable laws, regulations, contracts, and grant agreements. Internal control is a process designed to provide reasonable, but not absolute, assurance regarding the reliability of financial reporting, effectiveness and efficiency of operations, and compliance with applicable laws, regulations, contracts, and grant agreements.

We gained an understanding of the overall internal controls, both automated and manual, sufficient to plan the audit. We considered materiality and risk in determining the nature and extent of our audit procedures. Our review encompassed controls over the Coronavirus State and Local Fiscal Recovery Funds federal grant program.

We performed audit tests to determine whether DSBSD's controls were adequate, had been placed in operation, and were being followed. Our audit also included tests of compliance with provisions of applicable laws, regulations, contracts, and grant agreements. Our audit procedures included inquiries of appropriate personnel, inspection of documents, records, and contracts, and observation of DSBSD's operations. We performed analytical procedures and tested details of transactions to achieve our audit objectives.

A nonstatistical sampling approach was used. Our samples were designed to support conclusions about our audit objectives. An appropriate sampling methodology was used to ensure the samples selected were representative of the population and provided sufficient, appropriate evidence. We identified specific attributes for testing each of the samples and, when appropriate, we projected our results to the population.

Conclusions

We found that DSBSD properly stated, in all material respects, the amounts recorded and reported in the Commonwealth's accounting and financial reporting system.

We noted no matters involving internal control and its operation that we consider necessary to be reported to management. The results of our tests of compliance with applicable laws, regulations, contracts, and grant agreements disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards.

The results for the Commonwealth's Single Audit for the year ended June 30, 2023, are contained in a separate report, which will be available on our website at www.apa.virginia.gov in February 2024.

Exit Conference and Report Distribution

In lieu of an exit conference, management was provided a copy of this report for review on January 31, 2024. This report is intended for the information and use of the Governor and General Assembly, management, and the citizens of the Commonwealth of Virginia and is a public record.

Staci A. Henshaw
AUDITOR OF PUBLIC ACCOUNTS

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