



EMERGENCY MANAGEMENT PERFORMANCE
AND
STATE HOMELAND SECURITY PROGRAM
FEDERAL GRANTS

REPORT ON AUDIT
FOR THE YEAR ENDED
JUNE 30, 2014

Auditor of Public Accounts
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AUDIT SUMMARY

Our audit of the Emergency Management Performance Grant and State Homeland Security Program federal grants administered by the Virginia Department of Emergency Management for the fiscal year ended June 30, 2014, found:

- proper recording and reporting of all transactions, in all material respects, in the Commonwealth Accounting and Reporting System;
- no matters involving internal control and its operation necessary to bring to management's attention; and
- no instances of noncompliance with applicable laws and regulations or other matters that are required to be reported.



Commonwealth of Virginia

Auditor of Public Accounts

Martha S. Mavredes, CPA
Auditor of Public Accounts

P.O. Box 1295
Richmond, Virginia 23218

January 29, 2015

The Honorable Terence R. McAuliffe
Governor of Virginia

The Honorable John C. Watkins
Chairman, Joint Legislative Audit
and Review Commission

We have audited the financial records and operations of the **Emergency Management Performance and State Homeland Security Program federal grants** administered by the Department of Emergency Management (Emergency Management) for the year ended June 30, 2014. 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. 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 Emergency Management Performance and State Homeland Security Program federal grants in support of the Commonwealth's Single Audit. In support of this objective, we evaluated the accuracy of recorded financial transactions in the Commonwealth Accounting and Reporting System and in supplemental information submitted to the Department of Accounts; reviewed the adequacy of Emergency Management's internal controls over the grants, and tested for compliance with applicable laws, regulations, contracts, and grant agreements.

Audit Scope and Methodology

Emergency Management's management has responsibility for establishing and maintaining internal control and complying with applicable laws and regulations. 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 Emergency Management Performance and State Homeland Security Program federal grants.

We performed audit tests to determine whether Emergency Management'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 Emergency Management's operations. We tested transactions and performed analytical procedures, including budgetary and trend analyses.

Conclusions

We found that Emergency Management properly stated, in all material respects, the amounts recorded and reported in the Commonwealth Accounting and Reporting System and in supplemental information submitted to the Department of Accounts for the Emergency Management Performance and State Homeland Security Program federal grants.

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, 2014, are contained in a separate report available on the APA's website at www.apa.virginia.gov.

Exit Conference and Report Distribution

We discussed this report with management on February 4, 2015.

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.

AUDITOR OF PUBLIC ACCOUNTS

LCW/alh

AGENCY OFFICIALS

Virginia Department of Emergency Management

Jeffrey D. Stern
State Coordinator

Curtis Brown
Chief Deputy State Coordinator

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Deputy State Coordinator for Administration

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Acting Director of Finance