

AUDITOR OF PUBLIC ACCOUNTS



2026 WORK PLAN



Auditor of Public Accounts
Staci A. Henshaw, CPA
www.apa.virginia.gov



OUR MISSION

The Auditor of Public Accounts serves Virginia citizens and decision makers by providing unbiased, accurate information and sound recommendations to improve accountability and financial management of public funds.

OUR CORE VALUES



Collaborative

We work together to create greater value.



Engaged

We see what needs to be done and participate or become involved.



Knowledgeable

We are well-informed and insightful.



Professional

We act in a manner that reflects favorably on ourselves, our co-workers, and the APA.

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SUMMARY OF 2026 ANNUAL WORK PLAN

Project Area	Budget
Executive Branch	113,595
Executive Offices	1,300
Administration	3,185
Commerce and Trade	1,500
Education	2,880
Education – Higher Education Institutions	59,785
Finance	22,705
Health and Human Resources	13,250
Labor	1,750
Natural and Historic Resources	150
Public Safety and Homeland Security	1,110
Transportation	5,980
Independent Agencies and Authorities	14,055
Local Governments, Clerks, and Courts	14,775
Cycled Agencies	6,700
Special Projects	810
Total Audit Projects Work Plan Hours	149,935
Audit Support Projects	5,885
Total Audit and Support Projects Work Plan Hours	155,820

AGENCIES AND INSTITUTIONS BUDGET

Executive Branch	
<u>Executive Offices</u>	
<i>Financial-related audits to review internal controls, ensure the proper recording of financial transactions supporting the executive management of the Commonwealth, and evaluate compliance with applicable state laws and regulations.</i>	
Attorney General and Department of Law	800
Governor and Cabinet Secretaries, Lieutenant Governor	<u>500</u>
Subtotal	1,300
<u>Administration</u>	
<i>Audits of Administration agencies support the Annual Comprehensive Financial Report (ACFR) audit.</i>	
Department of General Services	540
Department of Human Resource Management	1,535
Virginia Information Technologies Agency	<u>1,110</u>
Subtotal	3,185
<u>Commerce and Trade</u>	
<i>Financial statement audit of the Virginia Innovation Partnership Authority/Virginia Innovation Partnership Corporation and financial-related audit of the Virginia Economic Development Partnership satisfy various Code of Virginia requirements.</i>	
Virginia Innovation Partnership Authority/Virginia Innovation Partnership Corporation	850
Virginia Economic Development Partnership	<u>650</u>
Subtotal	1,500
<u>Education</u>	
<i>The Department of Education audit supports the ACFR audit and Single Audit of federal funds.</i>	
Department of Education	<u>2,880</u>
Subtotal	2,880

AGENCIES AND INSTITUTIONS BUDGET

Executive Branch, continued

Education – Higher Education Institutions

Financial statement audits of the two- and four-year institutions of higher education satisfy bond and reaffirmation of accreditation requirements. These audits also support the Single Audit of federal funds on a cycled basis. The audits of UVA, VCU, and VT support the ACFR audit and include agreed-upon procedures required by the National Collegiate Athletic Association (NCAA) covering revenue and expense activity of intercollegiate athletics.

The Comparative Report provides ongoing financial comparison and analysis of the various public institutions of higher education in Virginia using techniques such as ratio analysis, and results in the periodic presentation of this information in a report to aid decision makers and improve transparency and comparability for users of higher education financial information.

Christopher Newport University	2,320
George Mason University ¹	2,755
James Madison University ¹	2,755
Longwood University	2,505
Norfolk State University ¹	2,955
Old Dominion University ¹	3,180
Radford University ¹	2,405
The College of William and Mary ^{1,2}	4,920
University of Mary Washington	2,620
University of Virginia (UVA) ¹	6,360
University of Virginia Medical Center	3,285
Virginia Commonwealth University (VCU)	5,090
Virginia Community College System ^{1,3}	7,660
Virginia Military Institute	2,880
Virginia Polytechnic Institute and State University (VT) ¹	4,275
Virginia State University ¹	3,420
Comparative Report Preparation and Analysis	<u>400</u>
Subtotal	59,785

1 – Includes hours for follow-up review of prior federal findings in support of the Single Audit of federal funds.

2 – Includes hours for audit of Richard Bland College.

3 – Includes hours for performing internal control questionnaire reviews at select institutions.

AGENCIES AND INSTITUTIONS BUDGET

Executive Branch, continued	
<u>Finance</u>	
<i>Audits of the Finance agencies support the ACFR audit and/or Single Audit of federal funds and satisfy various legislative requirements. The Department of the Treasury audit includes the financial statement audits of the Virginia Public Building Authority, Virginia Public School Authority, Virginia College Building Authority, and the Local Government Investment Pool.</i>	
Department of Accounts/ACFR	8,875
Department of Planning and Budget/Appropriations	500
Department of Taxation	3,020
Department of the Treasury	4,920
Revenue Stabilization and Reserve Funds	120
Single Audit of Federal Funds	<u>5,270</u>
Subtotal	22,705
<u>Health and Human Resources</u>	
<i>Audits of the Health and Human Resources agencies support the ACFR audit and/or Single Audit of federal funds.</i>	
Department of Behavioral Health and Developmental Services	2,750
Department of Health	2,920
Department of Medical Assistance Services	3,065
Department of Social Services	<u>4,515</u>
Subtotal	13,250
<u>Labor</u>	
<i>The Virginia Employment Commission audit supports the ACFR audit.</i>	
Virginia Employment Commission	<u>1,750</u>
Subtotal	1,750
<u>Natural and Historic Resources</u>	
<i>Financial-related audit to review internal controls, ensure proper recording of financial transactions, and evaluate compliance with applicable state laws and regulations.</i>	
Potomac River Fisheries Commission	<u>150</u>
Subtotal	150
<u>Public Safety and Homeland Security</u>	
<i>The Department of Corrections audit supports the ACFR audit.</i>	
Department of Corrections	<u>1,110</u>
Subtotal	1,110

AGENCIES AND INSTITUTIONS BUDGET

Executive Branch, continued	
Transportation	
<i>Audits of the Transportation agencies support the ACFR audit and/or Single Audit of federal funds. The Department of Transportation audit also includes the financial statement audit of the I-81 Corridor Improvement Fund.</i>	
Department of Motor Vehicles	1,780
Department of Transportation	<u>4,200</u>
Subtotal	5,980
Total – Executive Branch	113,595

Independent Agencies and Authorities	
<i>Financial statement audits of these agencies support the ACFR audit and/or satisfy various Code of Virginia requirements. The Cannabis Control Authority will be a financial-related audit to review internal controls, ensure proper reporting of financial transactions, and evaluate compliance with applicable state laws and regulations until the Authority begins producing financial statements.</i>	
Cannabis Control Authority	600
Commonwealth Savers Plan	1,800
Virginia Alcoholic Beverage Control Authority	2,410
Virginia Biotechnology Research Partnership Authority	925
Virginia Lottery	2,150
Virginia Retirement System	6,170
Total – Independent Agencies and Authorities	14,055

Local Governments, Clerks, and Courts	
<i>The Comparative Report presents local government revenues, expenses, and other financial data. Fiscal distress monitoring includes our annual review of locality financial and nonfinancial data as part of the established early warning system to identify whether a locality may meet the defined criteria for fiscal distress and includes a follow-up review process with identified localities to determine if fiscal distress exists that warrants state assistance or intervention. The Office issues annual audit specifications and various guidelines to assist local government compliance with audit, accounting, and reporting requirements. The Office performs quality reviews for select local government audits to ensure audits adhere to applicable auditing standards and specifications. Audits of judicial entities and local constitutional officers ensure compliance with state laws and regulations and accountability of state funds.</i>	
Comparative Report Preparation	1,000
Fiscal Distress Analysis and Monitoring	600
Local Government Guidelines and Quality Reviews	2,600
Constitutional Officers State Revenue Collections (131)	2,000
Judicial Entities: Circuit Courts (102), District Courts (210), General Receivers (6), and Magistrate Districts (31)	8,575
Total – Local Government, Clerks, and Courts	14,775

AGENCIES AND INSTITUTIONS BUDGET

Approach for Cycled Agencies

We use a risk-based approach for auditing cycled agencies, which are agencies that do not have a mandated annual audit requirement and do not generally support our ACFR audit or Single Audit of federal funds. Annually, we perform a risk analysis for all cycled agencies considering certain criteria and divide the agencies into two pools based on the resulting risk rating. Below are the approaches for both pools and agencies currently included in each pool. The agencies included in each pool are subject to change each year depending on risk.

Cycled Agencies**Pool I**

The agencies in this pool are subject to an internal control questionnaire review that includes a verification of internal controls once every three years. Below are the agencies included in Pool I for the 2026 work plan.

Assistive Technology Loan Fund Authority	Gunston Hall
Board of Bar Examiners	Indigent Defense Commission
Office of Children's Services	Jamestown-Yorktown Foundation ³
Commonwealth's Attorneys' Services Council	Marine Resources Commission ¹
Compensation Board	Motor Vehicle Dealer Board
Department of Agriculture and Consumer Services	New College Institute
Department of Aviation	Office of the State Inspector General
Department of Conservation and Recreation	Southern Virginia Higher Education Center ¹
Department of Criminal Justice Services	Southwest Virginia Higher Education Center ¹
Department of Elections	State Council of Higher Education for Virginia
Department of Emergency Management	The Library of Virginia ¹
Department of Environmental Quality ¹	The Science Museum of Virginia
Department of Fire Programs	Tobacco Region Revitalization Commission ¹
Department of Forensic Science ¹	Virginia Board of Accountancy
Department of Forestry	Virginia Commission for the Arts ¹
Department of Health Professions ¹	Virginia Department of Energy
Department of Historic Resources ¹	Virginia Foundation for Healthy Youth
Department of Housing and Community Development	Virginia Health Workforce Development Authority ¹
Department of Juvenile Justice	Virginia Museum of Natural History ¹
Department of Labor and Industry ¹	Virginia Racing Commission
Department of Professional and Occupational Regulation	Virginia School for the Deaf and the Blind
Department of Small Business and Supplier Diversity ²	Virginia Tourism Authority
Frontier Culture Museum ¹	Virginia Worker's Compensation Commission
Genedge Alliance ¹	

1 – These agencies will receive an internal control questionnaire review during the 2026 work plan.

2 – Includes Virginia Small Business Financing Authority.

3 – Includes Jamestown-Yorktown Commemorations.

Cycled Agencies, continued

Pool II

Agencies included in Pool II are subject to a financial-related audit each year to cover internal controls, ensure proper recording of financial transactions, and/or evaluate compliance with applicable laws and regulations. We use a risk-based approach to determine the scope of the review for each agency selected. Therefore, our reports have a more limited scope, focusing on the specific area we select for review based on risk. This limited scope allows us to cover areas in more depth and additional areas that we may not have previously covered as we used to focus primarily on significant cycles as opposed to those that may have higher risk. The time that an agency remains in Pool II depends on the risk factors that resulted in its inclusion in the pool. Below are the agencies identified based on risk for inclusion in Pool II for the 2026 work plan.

Department for Aging and Rehabilitative Services ²	Payroll Service Bureau
Department of Military Affairs	Virginia State Bar
Department of Rail and Public Transportation	State Corporation Commission
Department of State Police ¹	Supreme Court ⁴
Department of Veteran Services ^{1,3}	Virginia Department of Wildlife Resources
Opioid Abatement Authority ¹	Virginia Museum of Fine Arts ¹

Total – Cycled Agencies Pools I & II **6,700**

- 1 – These agencies are in the cycle for the 2026 work plan and will receive a financial-related audit as described above.
- 2 – Includes Wilson Workforce and Rehabilitation Center, Virginia Rehabilitation Center for the Blind and Vision Impaired, Virginia Board for People with Disabilities, Department for the Blind and Vision Impaired, and the Department for the Deaf and Hard-of-Hearing.
- 3 – Includes Sitter & Barfoot Veterans Care Center and Virginia Veterans Care Center.
- 4 – Includes Clerk of the Supreme Court, Court of Appeals of Virginia, Joint Inquiry and Review Commission, and Virginia Criminal Sentencing Commission.

SPECIAL PROJECTS BUDGET

Project Area	Objectives	Reference	Budget
Commonwealth Data Point	<ul style="list-style-type: none"> • Compile and maintain a searchable database on the Auditor of Public Accounts internet website. • Include certain state expenditure, revenue, salary, and demographic information and visualizations in the database as specified in the Code of Virginia. 	Section 30-133 of the Code of Virginia	650
APA Annual Report	<ul style="list-style-type: none"> • Describe the work performed by the Auditor of Public Accounts during the fiscal year and the significant findings. 	Section 30-133 of the Code of Virginia	140
MEI Project Approval Commission	<ul style="list-style-type: none"> • Upon request, assist the Major Employment and Investment Project Approval Commission. 	Section 30-311 of the Code of Virginia	10
PPEA Comprehensive Agreement Review	<ul style="list-style-type: none"> • Periodically review audit process to confirm adequate coverage of interim and comprehensive agreements to ensure compliance with required provisions. 	Section 56-575.18 of the Code of Virginia	5
Review of Performance Measures	<ul style="list-style-type: none"> • Using a risk-based approach, evaluate the need to perform a detailed review of agencies' performance measures. 	Section 30-133B of the Code of Virginia	5
Total – Special Projects			810

AUDIT SUPPORT PROJECTS

Audit support activities are not related to a specific audit; however, they are necessary to support our work plan projects.

Project Area	Description	Hours
Agency Risk Monitoring	<ul style="list-style-type: none"> Monitor activity and perform risk assessment procedures for all agencies to determine the appropriate level of audit coverage. Review the Commonwealth's budget for all agencies within the work plan. Monitor legislation proposed during the General Assembly session to determine potential audit impact. 	1,200
Assistance to Other Agencies	<ul style="list-style-type: none"> Assist and collaborate with other oversight agencies as needed. 	50
Audit Tool Development and Update	<ul style="list-style-type: none"> Develop and update standardized tools for use on all audits to ensure audits meet the applicable auditing standards. Obtain an understanding of new accounting standards to ensure audit tools include appropriate guidance for auditors. 	1,900
Exposure Draft Review	<ul style="list-style-type: none"> Review exposure drafts for potential new auditing and accounting standards and provide formal feedback to applicable standard-setting bodies. 	175
Fraud Monitoring	<ul style="list-style-type: none"> Monitor investigations of potentially fraudulent activity reported to the Auditor of Public Accounts. 	50
Internship Program	<ul style="list-style-type: none"> Increase Office talent pipeline through audit, educational, and professional experiences. 	300
Legislative Meetings and Requests	<ul style="list-style-type: none"> Attend applicable legislative meetings and follow up on legislative requests. 	140
Office Automation	<ul style="list-style-type: none"> Enhance methods for obtaining and analyzing data from Commonwealth systems for use in audits. Leverage robotic process automation software to perform routine audit-related and administrative tasks to enable use of personnel for other value-added activities requiring human judgment. 	1,220
Quality Control Reviews	<ul style="list-style-type: none"> Annually conduct internal reviews of completed audits to ensure audit teams performed work in accordance with the applicable auditing standards. 	700
Systems Security Monitoring	<ul style="list-style-type: none"> Monitor trends and attend meetings related to information systems security. 	150
Total – Audit Support Projects		5,885



Staci A. Henshaw, CPA
Auditor of Public Accounts

Commonwealth of Virginia

Auditor of Public Accounts

P.O. Box 1295
Richmond, Virginia 23218

May 5, 2025

Members, Joint Legislative Audit and Review Commission
General Assembly Building
Capitol Square
Richmond, Virginia 23219

Members:

Pursuant to §§ 2.2-2901 and 30-132 of the Code of Virginia, the Commission establishes the scales of pay and number of positions for this Office. The Commission last established the scales and positions on June 5, 2024. In accordance with Item 469 R.3 of Chapter 2 of the 2024 Acts of the Assembly, we request to increase our minimum and maximum salaries by three percent effective on June 10, 2025, as shown on the proposed salary scales. This request will cover implementation of the three-percent salary increase in Item 469 R.1.

While we do not anticipate exceeding the authorized number of positions, the foregoing is subject to the usual understanding that this Office retains the flexibility to staff in excess of the authorized number of positions so long as the costs remain within our appropriation.

Sincerely,

Staci A. Henshaw
Auditor of Public Accounts

AUDITOR OF PUBLIC ACCOUNTS

PROPOSED SALARY SCALES

Position	Number of Positions 2025	Current Scale	Proposed Scale Effective June 10, 2025
Deputy Auditor	2	\$120,016 - \$231,443	\$123,617 - \$238,386
Director	14	91,876 - 214,970	94,632 - 221,419
Auditor	90	60,810 - 143,777	62,634 - 148,091
Staff	30	37,858 - 100,991	38,994 - 104,021
Total	136		

AGENCY OFFICIALS

Staci A. Henshaw, CPA, CGMA
Auditor of Public Accounts

Zachary L. Borgerding, CPA, CGFM, CISA
Deputy Auditor for Human Capital and Operations

Eric M. Sandridge, CPA, CGFM, CISA, MSBA
Deputy Auditor for Technology and Innovation

Directors by Specialty Area	
Annual Comprehensive Financial Report	DeAnn B. Compton, CPA, CISA, VCCO
Capital Asset Reporting	Vacant
Data Analysis	April V. Cassada, CPA, CISA, CITP
Higher Education Programs	David L. Rasnic, CPA, CISA
Human Capital and Business Operations	Carnell N. Bagley, MBA, CPPB, VCO Berkeley A. R. Wolford, SPHR, SHRM-SCP
Information Systems Security and Office Technology	Goran G. Gustavsson, MBA, CISSP, CISM
Local Government and Judicial Systems	Laurie J. Hicks, CPA, CFE
Process Innovation	Scott D. Booker, CPA, CISA
Procurement and Compliance Assurance	George D. Strudgeon, CPA, CGFM, CGMA, MBA
Reporting and Standards	Amy C. Stokes, CPA, CGFM, VCO
Risk Analysis and Monitoring	Jennifer D. Eggleston, CPA, CGFM, CISA Megan B. Richard, CPA, CISA