

Kim Reynolds, Governor

Adam Gregg, Lt. Governor

Beth Townsend, Director



May 10, 2018

Ms. Lori Sundberg, President
Kirkwood Community College
6301 Kirkwood Blvd
Cedar Rapids, IA 52406

FINAL MONITORING REPORT SPRING 2018

Dear Ms. Sundberg:

I have completed my monitoring of the Workforce Innovation and Opportunity Act programs administered at Kirkwood Community College, Region 10. The report listed no finding(s) that required corrective action and a response from your organization.

Please note that the scope of a financial monitoring review is significantly less than a financial and compliance audit. Therefore, we cannot express an opinion as to whether the financial statements reviewed present fairly the financial position for the period reviewed nor whether all disbursements are made in compliance with the terms of the contract(s) monitored.

If you have any questions regarding the findings you may contact Marta Sobieszkoda at (515) 281-4018.

Sincerely,

A handwritten signature in black ink that reads "Brett Conner".

Brett Conner, CFO, Financial Management
Iowa Workforce Development

Cc: Angela James/Carla Andorf
Kristen DeCarlo

Kris Gulick (CEO Chair)
Kristy Lyman (LWDB Chair)

REPORTING

Kirkwood Community College's Financial Status Reports (FSRs) were reviewed to determine if expenditures and revenues reported can be reconciled to the books of account. No findings/comments were noted in the review of Financial Status Reports.

PARTICIPANT PAYMENTS

A total of 183 payments were included in the sample, pulled from 25 files. The review included determining if costs were charged to the appropriate program, completeness of time and attendance records, adequate levels of obligations, signed obligation sheets in files and whether payments were calculated accurately. Also, a determination is made as to whether costs incurred are consistent with the Region 10 Customer Service Plan. No findings/comments were noted in the review of participant payments.

STAFF OVERHEAD PAYMENTS

A total of 14 staff overhead claims were sampled in order to ensure that payments are reasonable, allowable and allocable to the programs charged. No findings/comments were noted during the review of staff overhead payments.

COST LIMITATIONS

Cost limitations are reviewed to determine if there are any possible compliance issues in relation to meeting the budget requirements as imposed in federal regulations and the terms of the contracts. No findings/comments were noted during the review of cost limitations.

OTHER ISSUES FROM IWD QUESTIONNAIRE

There are other tests conducted during the visit that cannot be appropriately classified with the sections outlined above. No findings/comments were noted during the review of Other Issues from the IWD questionnaire.