



DATE: September 29, 2020

TO: Bobby Nugent, Fire Chief

FROM: Internal Audit Division

SUBJECT: Assistance to Firefighters Grant (AFG) 2013 Grant
(No Response Required)

The Internal Audit Division has performed a review beginning on August 27, 2020 of the City of Greensboro Fire Department (GFD): AFG 2013 Grant. The Finance Accounting Unit for this Grant was 220-4012-01.

APPROVAL OF THE CITY COUNCIL:

An Ordinance was approved by the City Council on August 4, 2014 by Ordinance number 14-0102 approving amending State, Federal, and Other Grants Fund Budget for the appropriation of the Assistance to Firefighters Grant (AFG) FY 2013. The Budget Total approved was for \$99,450.00

PURPOSE:

The GFD sought to apply for Federal funding in the amount of \$99,450.00 through the AFG Grant FY 2013, a Federal Emergency Management Agency (FEMA) administered program. The AFG FY 2013 involved a 10% local matching requirement of \$9,945.00 which was included in the \$99,450.00 application total. If approved and awarded, this grant will fund the purchase of aerobic fitness equipment for firefighters. This equipment was needed so the firefighters would be able to maintain a level of physical conditioning that enables them to respond to and provide assistance at emergency incidents.

BACKGROUND:

Obesity and inadequate exercise are recognized modifiable risk factors in the development of cardiovascular disease. According to the City Medical Director, firefighters are far less likely to be sick, injured, or permanently disabled on the job if they maintain an optimal fitness level. The GFD is committed to the health and fitness of its personnel in order to provide optimal performance for its citizens on emergency scenes, as well as to reduce injuries and the costs associated with workers compensation. To address the increased relative risk of cardiovascular death, the GFD has adopted a multi layered prevention strategy. Providing adequate aerobic exercise equipment is a major component of the prevention strategy.

BUDGET IMPACT:

The Grant required a 10% grantee match. The application was planned for a total amount at \$99,450.00 with \$89,505.00 from FEMA funds, and the local match of \$9,945.00. The GFD at the time of the Grant had budgeted funds toward the purchase and maintenance of the fitness equipment.



BUDGET:
The Budget included:

Accounting Unit		Account	Description	Budget	Actual	Budget over/(Under) Actual
220	4012 1	5235	Small Tools & Equipment	55,625.00	52,984.70	2,640.30
220	4012 1	5949	Miscellaneous	0.00	4,646.53	(4,646.53)
220	4012 1	6059	Other Capital Equipment	43,825.00	0.00	43,825.00
Total Expenses				99,450.00	57,631.23	41,818.77
220	4012 1	7100	Federal Grant	(89,505.00)	(47,686.23)	(41,818.77)
220	4012 1	9101	Transfer from General Fund	(9,945.00)	(9,945.00)	0.00
Total Revenue				(99,450.00)	(57,631.23)	(41,818.77)
Net				0.00	0.00	0.00

OBJECTIVES:

Objectives of our review were to:

1. Obtain and review approval of City Resolutions and Ordinances.
2. Obtain and review budget and amendments.
3. Review and test sample of expenditures paid to vendors in the total amount of \$57,631.23 with expenses beginning on January 8, 2014 and ending on September 2, 2015; and verify that the expenditures have appropriate documentation and are within contractual guidelines.
4. Verify that required reports to FEMA are complete, accurate and submitted by the applicable guidelines.
5. Prepare a Time Line of the Grant from the beginning to the end.
6. Summarize expended expenses of the Grant.
7. Inspect a sample of capital equipment costing \$5,000.00 or more.

We examined selected financial transactions and program documentation for the budgeted accounts for compliance with the Grant and for assurance that program goals were achieved. We examined \$52,984.70 or 91.94% of the total expenditures. These expenses were maintained by the GFD through Fiscal Year Ending June 30, 2020. There was \$57,631.23 expended of the total budget of \$99,450.00. The net remainder of the budgeted funds of the Grant of \$41,818.77 were not needed and therefore not requisitioned from FEMA.



The GFD purchased 10 Ellipticals at \$1,681.59 each and 10 Treadmills at \$3,616.80 each. The equipment cost a total amount of \$52,984.70 and were placed in various Fire Stations throughout Greensboro. Inspection of the equipment was not needed since each piece was under the \$5,000.00 minimum required.

Only one requisition request was made to FEMA on September 9, 2015 in the amount of \$47,686.00 (\$52,984.70 x 90%). The FEMA electronic deposit was received and deposited on October 28, 2015 by the City of Greensboro.

Finance closed this Grant on October 26, 2018 by Journal Entry number 6203. Based on our review, it appears that the funds spent have been spent according to the terms of the Grant with no exceptions noted.

We would like to thank Craig Smith, Assistant Fire Chief and the Staff of the City of Greensboro Fire Department for their courtesy and cooperation shown to us during this visit. If there are any questions or comments concerning the details of this visit, we can be reached at 373-2821.

Mickey Kerans
Internal Auditor

Len Lucas
Internal Audit Director

Cc: Larry Davis, Assistant City Manager
Trey Davis, Assistant City Manager
Craig Smith, Assistant Fire Chief
Marlene Druga, Deputy Finance Director for Financial Services