




UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
WASHINGTON, D.C. 20460

OFFICE OF  
INSPECTOR GENERAL

March 5, 2012

**MEMORANDUM**

**SUBJECT:** Lessons Learned from Implementing the American Recovery and Reinvestment Act of 2009 (Recovery Act)  
Assignment Number OA-FY12-0360

**FROM:** Melissa Heist   
Assistant Inspector General for Audit

**TO:** Craig E. Hooks  
Assistant Administrator  
Office of Administration and Resources Management

The Recovery Funds Working Group of the Recovery Accountability and Transparency Board has initiated a project to capture lessons learned from Recovery Act implementation. The purpose is to produce a report describing best practices and challenges to aid not only any future stimulus efforts but the day-to-day award and administration of contracts, grants, and other forms of Federal financial assistance. The EPA Office of Inspector General will participate in this effort which will be led by the Department of the Interior OIG (DOI OIG).

The Working Group's Project Plan calls for Agency and OIG responses to questions in the following areas:

- Pre-award/Award Process
- Outreach, Education and Technical Assistance
- Performance Measures
- Monitoring and Oversight

We anticipate submitting the standard questions for written agency response. We will then conduct interviews to obtain explanation of and/or support for the responses. The EPA OIG final product will consist of providing information to DOI OIG for their preparation of draft and final reports. Should we decide that a formal report to EPA is warranted, we will inform you as soon as that decision is made. If done, we will follow our normal report processing procedures. The work we will conduct for this assignment will not constitute an audit conducted in accordance with Government Auditing Standards.

We will contact you to arrange a mutually agreeable time for an entrance conference to discuss this assignment. We would be particularly interested in any areas of concern that you may have. In addition to your office, we hope to have representatives from the following Recovery Act implementation offices in attendance/participating via phone – Office of Water; Office of Air and Radiation; Office of Solid Waste and Emergency Response; Office of the Chief Financial Officer; Office of Grants and Debarment; and the Office of Acquisition Management, as well as the regional offices. We will answer any questions you may have about the process, reporting procedures, methods used to gather and analyze data, and what we should expect of each other during the course of the project.

John Walsh of my office will be the OIG Point-of-Contact for this assignment and can be reached at (202) 566-0822 or [walsh.johnt@epa.gov](mailto:walsh.johnt@epa.gov). Please do not hesitate to contact him with any questions or concerns.

cc: Nanci Gelb, Principal Deputy Assistant Administrator, OARM  
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