



Office of Inspector General Annual Plan

Corporation for Public Broadcasting

Fiscal Year 2017

We are pleased to present this fiscal year (FY) 2017 Annual Plan for the Office of Inspector General (OIG) of the Corporation for Public Broadcasting (CPB). We identify the projects we will undertake in FY 2017 and the measures we will apply to assess our performance. We also report on our performance against our FY 2016 performance measures. This plan aligns with our strategic goals of 1) providing timely and quality products, 2) promoting effective relationships, and 3) promoting excellence in OIG. See <http://cpb.org/oig/reports/Strategic-Plan-2014-2018.pdf>. Our anticipated work also supports CPB's priorities of transparency and integrity.

We made our planning decisions based on our risk assessment, after requesting input from the CPB Board of Directors (Board), senior CPB officials, and members of the pertinent committees of the U.S. Congress. As the year progresses, we may change our plan to address emerging issues and special requests. Our aim is to maximize our limited resources to best promote accountability in public media by focusing on high priority initiatives, large investments of CPB resources, and other identified risks.

Vision

We support public media by promoting accountability for and recommending improvement in the initiatives and operations of CPB.

Mission

To promote the efficiency, effectiveness, and integrity of CPB initiatives and operations, we conduct independent and objective audits, investigations, and other reviews.

Core Values

Integrity – All of our work must be fair, balanced, and credible.

Excellence – We do our best in all of our activities and follow professional standards.

Collaboration – We seek and value input from each other and all stakeholders.

Goals, Strategies, and Planned Work

Goal 1: Provide timely and quality products that benefit CPB initiatives and operations.

Strategies to achieve Goal 1:

- Conduct risk-based audits, evaluations, and other reviews of CPB grantees, contractors, vendors, and operations that provide accountability and recommend improvement.
- Conduct investigations to improve integrity over CPB programs and operations.
- Fully evaluate all allegations submitted to OIG and follow-up as appropriate.

Planned work supporting Goal 1:

Audits and Evaluations

Our oversight universe consists of more than 1400 public television (TV) and radio stations that receive Community Service Grants (CSG) plus over 132 open grants and contracts to produce TV and radio programming, upgrade digital access in public media, and implement other CPB initiatives, as well as all internal operations of CPB.

We conduct audits under the *Government Auditing Standards* issued by the Government Accountability Office. Typically, we conduct attestation examinations of stations' compliance with the Communications Act and grant agreement terms. We also conduct financial audits of CPB production grants and other grants and contracts and may conduct performance audits addressing specific objectives related to program results and effectiveness. In addition, we provide limited oversight of the independent public accountants conducting CPB's financial statement audit.

We perform evaluations under the Council of the Inspectors General on Integrity and Efficiency (CIGIE) *Quality Standards for Inspection and Evaluation*. Evaluations are generally more narrow reviews of a grantee that can be conducted in a shorter time frame than an audit.

In FY 2017, we plan to initiate audits or evaluations of the following:

- 5 TV and/or radio stations;
- 2 contracts/grants; and
- hotline complaints as warranted.

We will also complete the three projects that we are carrying over from FY 2016.

Hotline and Other Complaints / Investigations

OIG's hotline is our primary mechanism to receive complaints raised by the public, CPB employees, and the public media community. We evaluate all complaints to determine the merits

and whether the issue presented is one that we have authority to address. While most complaints do not result in formal OIG projects, they can lead to audits, evaluations, or other reviews of significant compliance issues or investigations of potential criminal activities. We conduct all investigations in accordance with the *Quality Standards for Investigations* issued by CIGIE.

Goal 2: Promote effective working relationships with Congress, the CPB Board, management, and stakeholders and increase the visibility of OIG in the public media community.

Strategies to achieve Goal 2:

- Keep CPB's Board and management appropriately informed of OIG activities.
- Promptly respond to Congressional requests for information or assistance.
- Reach out to the public media community.

Planned work supporting Goal 2:

We will send regular status reports on our pending work to CPB's Board and management, brief the Board as requested, meet periodically with management to discuss issues of mutual concern, and solicit input to our annual plan from both the Board and management. We will send all draft reports to management officials and auditees, consider their comments when we write the final reports, and ask for their feedback on the audit process after we complete audits. We also will review and comment on all pertinent legislative proposals and CPB draft policies and guidance.

We will keep Congress informed of our activities through our Semiannual Reports to Congress and by responding to any specific Congressional requests for information or briefings. We will evaluate all Congressional requests and initiate responsive research, audits, evaluations, investigations, or other reviews as appropriate. We will also solicit input for our annual plan from members of pertinent Congressional committees.

We will conduct outreach to the public and to the public media community via our website, social media, and other tools to educate them on our roles and responsibilities. We will promote our hotline as a tool to help improve accountability and integrity of CPB-funded activities.

Goal 3: Promote excellence in OIG.

Strategies to achieve Goal 3:

- Maintain a diverse, highly skilled workforce.
- Foster an environment of open communication, respect for ideas, and appreciation for each individual's contribution.
- Provide technology, equipment, training, and other resources necessary to our work.

Planned activities supporting Goal 3:

We will support our audit staff by providing the extensive training required by their professional standards and sponsor appropriate training for our other staff. We will also supply the hardware, software, and other technology that our auditors need to conduct their work. We will employ workplace flexibilities, such as telecommuting, as appropriate.

We will conduct all of our work in accordance with applicable professional standards and update our internal manuals to incorporate revisions to those standards. We will also procure an independent annual analysis of our quality assurance activities.

We will hold monthly staff meetings to report on significant developments, discuss issues of concern to the staff, and prepare for upcoming activities. Each staff member will also meet monthly with the Inspector General and Deputy Inspector General to discuss the status of his/her pending projects.

FY 2017 Performance Measures

We will assess our performance in FY 2017 against the following measures:

Performance Measure		FY 2017 Goal
1	Initiated fieldwork on audits, evaluations, or investigations. (Goal 1)	7
2	Completed new or carryover audits, evaluations, or investigations. (Goal 1)	8
3	CPB accepted administrative recommendations. (Goal 1)	80%
4	CPB accepted monetary recommendations. (Goal 1)	80%
5	CPB accepted dollar amounts of monetary recommendations. (Goal 1)	50%
6	Evaluated and closed complaints or designated them for further action within 30 days after receiving necessary information. (Goal 1)	95%
7	Responded to Congressional correspondence within 2 weeks or requested response date. (Goal 2)	100%
8	Initiated outreach efforts. (Goal 2)	4
9	Professional audit staff met CPE requirements and all staff received at least 6 hours training. (Goal 3)	100%

Report on FY2016 Performance Measures

This chart reports our results on each of our FY 2016 performance measures.

Performance Measure		FY 2016 Goal	FY 2016 Results
1	Initiated fieldwork on 8 audits or evaluations. (Goal 1)	75%	>100%
2	Completed 7 new or carryover audits/evaluations. (Goal 1)	85%	>100%
3	CPB accepted administrative recommendations. (Goal 1)	80%	64%
4	CPB accepted monetary recommendations. (Goal 1)	80%	91%
5	CPB accepted dollar amounts of monetary recommendations. (Goal 1)	50%	31%
6	Evaluated and closed complaints or designated them for further action within	80%	92%
7	Responded to Congressional correspondence within 2 weeks or requested	80%	100%
8	Initiated 4 outreach efforts. (Goal 2)	75%	>100%
9	Professional audit staff met CPE requirements and all staff received at least 6 hours training. (Goal 3)	80%	100%

We met our performance measures for FY 2016, except for CPB's acceptance of our administrative recommendations (measure 3) and dollar amount of funds to be recovered (measure 5). We initiated 9 audit or evaluation projects, exceeding our aim to start 8. We issued 8 final reports, ahead of our plan to complete 7. We exceeded our goal for 80 percent acceptance of our monetary recommendations; CPB accepted 91 percent. We closed 49 of 53 complaints (92 percent) and responded to all 4 Congressional inquiries timely, exceeding our goals for both measures 6 and 7. We conducted 10 outreach efforts, far ahead of our aim of 4. Our outreach initiatives included two presentations on compliance and/or fraud at the PMBA annual conference and three at CPB meetings with public media officials, visiting four public broadcasting stations, and briefing the Senate Commerce Committee staff. Finally, we also exceeded our measure 9 plan to provide professional development for all staff members.

We did not achieve our measure 3 goal of 80 percent acceptance of our administrative recommendations. Subsequent to our audit periods, CPB changed its Communications Act compliance requirements for 5 of the 24 administrative recommendations we made (21 percent),

and applied its new guidance retroactively in resolving these recommendations. Thus, it did not sustain our findings related to those requirements.

We also did not achieve our measure 5 goal for acceptance of the dollar amounts we recommended be recovered. In one audit, we questioned a significant amount of project labor costs for lack of time keeping records to verify the actual time spent on the project. While CPB ultimately accepted these charges, based on the successful delivery of services by the grantee, it did levy a penalty on the grantee and changed CPB recordkeeping requirements going forward. Therefore, our recommendations will impact future accountability for project labor costs.

Authority

Under the Inspector General Act of 1978, as amended, OIG is an independent organization within CPB with authority to:

- Conduct and supervise audits and investigations relating to CPB's initiatives and operations.
- Provide leadership, coordination, and recommend policies for activities designed to promote economy, effectiveness, and efficiency, and to prevent and detect fraud and abuse in, CPB's initiatives and operations.
- Keep CPB's Board and Congress fully and currently informed of problems and deficiencies in CPB's initiatives and operations and on the status of corrective actions.

To facilitate our reviews, the Act provides that OIG will have access to all pertinent information available to CPB. In conducting our activities, we adhere to audit standards set by the Government Accountability Office and professional standards adopted by CIGIE.

Contact OIG

Anyone knowing of fraud, waste, or abuse involving CPB funds, initiatives, or operations should call, fax, write, e-mail OIG or file a complaint through our website. Your report may be made anonymously or in confidence.

Call:

Inspector General Hotline

202-879-9728 or

800-599-2170

Fax:

202-879-9699

Write:

Inspector General Hotline

CPB

401 Ninth Street, NW

Washington, DC 20004-2129

E-mail:

oigemail@cpb.org

Website:

www.cpb.org/oig/contact.php