



October 30, 2017

Dr. R. Douglas Spence, JAMP Faculty Director
The University of Texas of the Permian Basin
4901 E. University Boulevard
Odessa, Texas 79762

**SUBJECT: JAMP AUDIT REPORT FOR THE FISCAL YEAR ENDED
AUGUST 31, 2017**

Dear Dr. Spence:

We have completed our audit of the Joint Admission Medical Program (JAMP) Agreement for the fiscal year ended August 31, 2017. The objective of the audit is to provide assurance that UT Permian Basin is in compliance with the JAMP Agreement requirements and the JAMP Expenditure Guidelines. This audit is performed as required by the JAMP Council Agreement. We followed the audit procedures and report format recommended by the JAMP Council.

The audit included financial activity for the period from September 1, 2016 to August 31, 2017. The audit resulted in no findings of non-compliance with the JAMP Agreement or JAMP Expenditure Guidelines. The Expenditure Report for fiscal year 2017 is included as an attachment.

We wish to express our appreciation to the JAMP Faculty Director and staff, as well as the Office of Accounting, for the courtesy and cooperation extended to us during the audit.

Sincerely,

A handwritten signature in blue ink that reads "Glenn Spencer".

Glenn Spencer, CPA
Chief Audit Executive

cc: Dr. Sandra Woodley, President
Dr. Michael Zavada, Dean of the College of Arts and Sciences
Mr. Mark McGurk, Vice President for Business Affairs

**Joint Admission Medical Program
FY 2017 Expenditure Report – Undergraduate Institutions**

Institution The University of Texas at Permian Basin

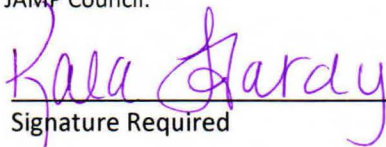
Date 10-24-17

Income	
FY 2017 Distribution	\$12,624.00
Total	\$0.00
Expenses	
Salaries – Professional/Administrative	
Salaries – Faculty	
Salaries - Classified	
Wages – Students	\$7,514.70
Other Personnel Costs/Contract Services*	
Fringe Benefits	
Maintenance and Operation	\$30.57
Equipment Purchases ¹	
Capital Purchases ²	
Travel ³	
Other (must specify) ^{4*}	
Total Expenses for FY 2017	\$7,545.27
Unspent Balance	\$5,078.73

Additional information required: A copy of your institution’s monthly statement of account for JAMP funds, as of August 31, 2017 must be provided with this report.

Unspent FY17 Funds: Any funds that have been encumbered under the FY16-19 Agreement should be expended no later than September 30, 2017. All remaining funds must be returned no later than October 31, 2017.

Certification: By signing this document, I certify, to the best of my knowledge and belief, that this report is correct and that all outlays and unliquidated obligations are for the purpose set forth in the Agreement executed with the JAMP Council.

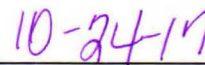

Signature Required

Kala Hardy

Print Name

hardy_k@utpb.edu

Email address



Date

Grant Accountant

Title

432-552-3715

Telephone Number

The signature required must be the institution’s officer responsible for accountability of JAMP funds. This may be a vice president, controller, director or manager of contract and grants, or other business officer directly responsible for funds.

¹ JAMP requires a list of all equipment purchases with a value of \$250 or higher.

² JAMP defines capital expenditures as items of physical improvement, i.e. classroom, resource room, labs.

³ Travel related expenditures should be for the enhancement of the program and be incurred by JAMP participants and or program facilitators. No JAMP funds may be used for out of state travel, with the exception of the regional and national Advisors for the Health Professions meeting.

⁴ The category "Other" is to be used when no other category applies. Information must be provided to identify expenditure(s).

* A detailed explanation of expenditures is required for funds listed in this category.