

Internal Audit Report

Joint Admissions Medical Program (JAMP) Award Audit

October 31, 2019

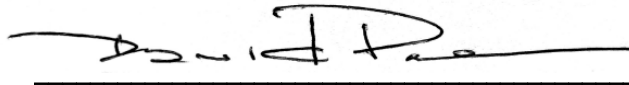
Distribution – Joint Admissions Medical Program (JAMP) Award Audit

To: Vistasp Karbhari *President, UTA*
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cc: Paul Hermesmeier *Director, Joint Admission Medical Program*
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Auditor in Charge:

Jason Dooley *Senior Auditor II, UTA*

Executive Summary & Background– Joint Admission Medical Program Audit

Executive Summary

We completed an audit of the Joint Admission Medical Program Agreement (JAMP), as well as the recruitment and outreach program. The objective was to help assure The University of Texas at Arlington (UTA) complied with the terms of the JAMP Agreement.

There were no reportable findings noted in this engagement.

We are grateful for the support extended to us from the JAMP Faculty Director, the Office of Grants and Contracts Services and Grant Accounting.

Background

JAMP is a special program created by the Texas Legislature to support and encourage highly qualified, economically disadvantaged Texas resident students pursuing a medical education. Funded through the Texas Higher Education Coordinating Board, JAMP is a unique partnership between all nine Texas medical schools and sixty-seven public and private four-year undergraduate institutions.

JAMP provides:

- Support through undergraduate scholarships and summer stipends;
- Placement into JAMP Summer Internship experiences;
- Hands-on experience through clinical enrichment opportunities;
- Comprehensive, multi-phase MCAT preparation program;
- Personal and professional development through dedicated mentoring;
- Guaranteed admission to a participating Texas medical school if all criteria are met; and
- Scholarships to attend medical school.

Audit Objective, Scope and Work Performed

Audit Objective:

To provide reasonable assurance that UTA complied with the FY2016-FY2019 JAMP Agreement, including the current JAMP expenditures guidelines.

Audit Scope:

The scope of the audit was for fiscal year 2019 for the JAMP distribution award of \$16,702 and the Special Projects for Program Initiatives (PreJAMP) award of \$5,000. The scope also included:

- A review of the program award documentation for financial and reporting requirements associated with the funds expended.
- A review and agreement of audit award requirements against a test of transactions during the engagement period.

Work Performed:

- Obtained copies and reviewed the Agreement from the JAMP Council.
- Reviewed applicable UTA policies and procedures related to contracts, grants and associated expenditures.
- Obtained JAMP Expenditure reports for the last two fiscal years, compared expenditure categories and validated variances +/- 10%.
- Reconciled amounts recorded in the expenditure reports to the PeopleSoft Financial Management System.
- Verified management was monitoring project performance and adherence to terms and conditions.
- Confirmed the amount received by UTA agreed to the amount stated in the JAMP Agreement and budgets received from JAMP.
- Tested a sample of expenditure and payroll transactions to ensure compliance with the JAMP Expenditure Guidelines.
- Verified unexpended funds were returned to JAMP.