

SEP 09 2019



FEMA

Mr. Michael Todorovich
Director, State of West Virginia
Division of Homeland Security and Emergency Management
1703 Coonskin Drive
Charleston, West Virginia 25311

Dear Mr. Todorovich:

As you are aware, in November 2015, as a result of the lack of efficient financial monitoring of sub-recipients, West Virginia Division of Homeland Security and Emergency Management (WVDHSEM) was placed on manual reimbursement for all open grants. As a reminder, there were three (3) steps required in order to be removed from manual reimbursement:

Step 1:

- Submit a financial monitoring plan and monitoring schedule for review. The schedule would include recipient name, grants to be reviewed, type of monitoring activity, and the month of the planned monitoring activity.
- FEMA Region III would then select a random sample of sub-recipients from the financial monitoring plan and provide that list to WVDHSEM.

Step 2

From the list of sub-recipients randomly selected by FEMA Region III, WVDHSEM was responsible for providing the following items:

- The request to the sub-recipient initiating the monitoring activity
- Final report to the sub-recipient after the monitoring activity is complete
- Corrective action or follow-up communication (if applicable)

Step 3

Once those items were provided and determined adequate, FEMA Region III would validate implementation of WVDHSEM's monitoring program at the next scheduled site visit to WV (July 2019).

After meeting with monitoring staff during that visit, we are confident that WVDHSEM's sub-recipient financial monitoring program is being fully implemented by WVDHSEM and there are no new significant findings for WV regarding sub-recipient monitoring. **Therefore, pursuant to 2 C.F.R. 200.207 (d) we are removing WVDHSEM from manual reimbursement on all open FEMA awards administered by FEMA Region III effective immediately.**

The Grants Division remains committed to helping WVDHSEM build a strong grants management program and we commend the strides that have been taken over the past few months.

Should you have any questions, please contact Dustin Brosius, Non-Disaster Grants Branch Chief at (215) 931-5718 or dustin.brosius@fema.dhs.gov, or myself at (215) 931-5683 or regeane.frederique@fema.dhs.gov.

Sincerely,



Regeane Frederique
Director, Grants Division

cc: MaryAnn Tierney, Regional Administrator, FEMA Region III
Janice P. Barlow, Deputy Regional Administrator, FEMA Region III
April Cummings, Director, Mitigation Division FEMA Region III
Michael Senycz, Director, Recovery Division FEMA Region III
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