



# OFFICE OF THE CITY AUDITOR

## COLORADO SPRINGS, COLORADO

Jacqueline M. Rowland  
City Auditor, CPA CFE PMP

A handwritten signature in blue ink that reads "Jacqueline M. Rowland".

## 24-19 City of Colorado Springs Grants Module Procurement and Implementation

July, 2024

### **Purpose**

The purpose of this audit was to review the process to engage consulting assistance for implementation of the City of Colorado Springs' (City) grants module. Additionally, we monitored the implementation for effective project management, technology governance, quality assurance, and proper security permissions.

### **Highlights**

Based on our review, we concluded that the selection process for a systems integrator and the subsequent implementation was completed with effective governance, quality assurance and security permission assignments.

The project goals for the grants module were to strengthen grant application and award controls, and reduce time spent on manual processes to include the following:

- Initiate 100% of billing activities in the grants module to ensure transparency, proper approvals, and tracking of receivables and revenue.
- Significantly reduce the need for shadow tracking systems (e.g., SharePoint, Microsoft Excel).
- Track 100% of grant applications and subsequent awards in the grants module to ensure transparency, compliance with City policies and procedures, and integration with the City's financial and human resources data.

Across the City, the total typical grant funding managed annually is \$375 million.

### **Commendable practice**

We want to recognize the Grants Manager for effective project management. This included development of an innovative team centric testing approach which enhanced testing collaboration and provided additional training opportunities.

This audit was conducted in conformance with the International Standards for the Professional Practice of Internal Auditing, a part of the Professional Practices Framework promulgated by the Institute of Internal Auditors.