



FLORIDA DEPARTMENT OF JUVENILE JUSTICE

INTEROFFICE MEMORANDUM

DATE: September 25, 2025

TO: Matthew J. Walsh, Secretary
Melinda M. Miguel, Florida Chief Inspector General

FROM: Robert A. Munson, Inspector General *RAM*

SUBJECT: Bureau of Internal Audit's Six-Month Follow-Up Report – Auditor General's State of Florida Compliance and Internal Controls Over Financial Reporting and Federal Awards, No. 2025-162

In March 2025, the Auditor General (AG) issued Report No. 2025-162, *State of Florida Compliance and Internal Controls Over Financial Reporting and Federal Awards*. Pursuant to Section 20.055(6)(h), Florida Statutes, the Inspector General is required to monitor the Department's implementation of corrective actions in response to any AG report and, within six months of issuance, provide the Secretary and Chief Inspector General with a status update, including a copy to the Legislative Auditing Committee.

The six-month follow-up review has been completed, and the attached report outlines the status of all corrective actions. As all identified issues have been addressed, no further follow-up is required at this time.

Should you have any questions, please contact Kelly Neel, Director of Internal Audit, at (850) 717-2468.

RM/kn

Attachment

Cc: Timothy Niermann, Deputy Secretary
Heather DiGiacomo, Chief of Staff
Dodie Garye, Assistant Secretary for Administration
Sherrill F. Norman, Florida Auditor General
Kathy DuBose, Director Legislative Auditing Committee

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Ron DeSantis | Governor

Matthew J. Walsh, MSW | Secretary

The mission of the Florida Department of Juvenile Justice is to enhance public safety through high-quality effective services for youth and families delivered by world-class professionals dedicated to building a stronger, safer Florida.

Florida Department of Juvenile Justice
Office of Inspector General
Bureau of Internal Audit Follow-Up
Auditor General State of Florida Compliance
and Internal Controls Over Financial Reporting and
Federal Awards Audit, No. 2025-162
Status of Corrective Action
As of September 25, 2025

Finding 1: The Florida Department of Juvenile Justice (FDJJ) did not always expend Social Services Block Grant (SSBG) funds on allowable activities.

Auditor General Recommendation	Department Corrective Action Plan	Status of Implementation
We recommend the FDJJ enhance controls to ensure that SSBG funds are expended only for allowable activities.	1.The department has developed an SSBG Management Policy and is currently developing corresponding procedures. Within the Policy it outlines allowable and unallowable costs. Additionally, it further clarifies the decision points used when utilizing SSBG funds for maintenance and repair. a. SSBG Funds shall not be used to capitalize buildings or improve the building in which it materially extends its useful life or increases its value, or both beyond one year. b. SSBG funds can be used for maintenance and repair under \$100,000, done in the normal course of business. 2. As a part of the procedures being drafted, the current procedure for reporting is being edited to align with the objectives and expectations of the reporting requirements in 45 CFR 96.74. Relating to other unallowable expenditures, the Bureau of Budget will be adding an additional internal check. Going forward, whenever a Budget Analyst completes a JT request that includes SSBG funds, the request must be reviewed by the Deputy Chief of Budget, the Revenue Supervisor,	Completed. The Department has reviewed and addressed all transactions identified as unallowable in fiscal year 2024–25, in alignment with Appendix A to Part 96.29 and the SSBG Compliance Supplement Part 4. These transactions have been either removed or corrected. To ensure continued accuracy and compliance, a monthly reconciliation process has been established in collaboration with the assigned Budget Analyst.

	and the Chief of Budget before being sent to F&A for processing. Each person in this revised approval flow will be responsible for reviewing the object codes to determine if each transaction included is allowable. The Revenue Supervisor is already involved with the SSBG reporting procedures, so adding that position into the approval process will better enable the Bureau of Budget to not include unallowable expenditures in future JT transactions.	
Finding 2: The FDJJ accumulated a cash balance of SSBG funds and FDJJ records were not adequate to demonstrate that SSBG funds were expended within the period of performance.		
Auditor General Recommendation	Department Corrective Action Plan	Status of Implementation
We recommend the FDJJ consult with the FDCF regarding the excess balance of SSBG funds and evaluate whether any SSBG funds should be returned to the ACF. In addition, we recommend that the FDJJ ensure that SSBG funds are only expended during the authorized period of performance and report actual SSBG expenditures in quarterly expenditure reports to the FDCF.	1. Coordinate with the Department of Children and Families to identify the award year funding that has been transferred to the FDJJ for FY 2024-25. The Department of Children and Families record transactions for federal grants using the Other Cost Accumulator (OCA) field. The FDJJ proposes utilizing the same code. This will allow the department to tie transactions to the funds associated with the Interagency Agreement and correlate with the federal award. a. Ex. BSS25 is the grant number for the Social Services Block Grant funding for Period of Performance 10/01/2024 – 09/30/2026, award number 2501FLSOSR. 2. Create a Project ID for each specific federal award transfer from DCF. The Project ID allows the department to identify the project period (start and end dates). This allows the department to track the funds and ensure the appropriate refunds can be made to DCF. The department currently performs this process for Title II funds.	Completed. The department implemented the use of OCAs and Project IDs to ensure funds and expenditures are properly identified based on fiscal year and award.

	3. Once the appropriate grant number is received from DCF, update SSBG transactions to add the grant number (from DCF) in the OCA field and create a Project ID (project period).	
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