



DISTRICT OF COLUMBIA | OFFICE OF THE INSPECTOR GENERAL

MEMORANDUM

To: Kevin Donahue
City Administrator

From: Matthew Wilcoxson *Matthew Wilcoxson*
Interim Inspector General

Date: July 27, 2026

Subject: **OCA Grants Management Internal Controls** | **OIG No. 26-E-01-AE0**

The Office of the Inspector General (OIG) is initiating an evaluation of the Office of the City Administrator's (OCA) implementation of its authority over grant policies, procedures, and responsibilities (Mayor's Order 2021-118, October 6, 2021).

Our objective is to evaluate the design, implementation, and operation of the District's internal control system related to the issuance of grants and subgrants by District agencies. As part of our engagement, we will follow up on actions taken by OCA in response to the OIG's [Management Implication Report \(MIR\) No. 2025-MIR-01, Grant Management Practices \(May 22, 2025\)](#). Additionally, we assess compliance with applicable policies and procedures by District agencies with statutory grant-making authority.

This evaluation will be conducted under project number 26-E-01-AE0. We will perform this evaluation in accordance with the [Quality Standards for Inspection and Evaluation](#) issued by the Council of Inspectors General on Integrity and Efficiency, and the [Standards for Internal Control in the Federal Government](#), issued by the US Government Accountability Office (GAO).

Elizabeth Sinks, Supervisory Management & Program Analyst, will coordinate an entrance conference to discuss the evaluation process and answer any questions. Meanwhile, please direct any immediate questions or concerns to me or Ms. Sinks at 202-727-5085.