

**Integrity Monitor Report
Categories 1 and 2**

Integrity Monitor Firm Name:	The North Highland Company LLC
Integrity Monitor Category (1 or 2):	Category 2
Quarter Ending:	3/31/2023
Expected Engagement End Date:	2/28/2023

A. General Information

1. Recovery Program Participant:

State of New Jersey's, Department of Human Services (DHS), Office of New Americans (ONA)

2. Federal Funding Source (e.g. CARES, HUD, FEMA, ARPA):

APRA

3. State Funding Source (if applicable):

None

4. Deadline for Use of State or Federal Funding by Recovery Program Participant:

Funds must be obligated by December 31, 2024, and expended by December 31, 2026.

5. Accountability Officer:

Brian Francz (prior periods) / Eric Kaufmann]

6. Program(s) under Review/Subject to Engagement:

[The Excluded New Jerseyans Fund (ENJF)]

7. Brief Description, Purpose, and Rationale of Integrity Monitor Project/Program:

This Engagement Query was issued by the Department of the Treasury on behalf of the Department of Human Services ("DHS").

The engagement query was for grant management services as described in Section 3.1.1.2 of the RFQ, Category 2 Financial Auditing and Grant

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Management: to review and adjust DHS's program design for compliance with federal rules, develop policy and training documents, and assist DHS in the engagement of entities to administer the program. These integrity monitor's activities will allow DHS to provide cash assistance to residents impacted by the COVID-19 pandemic but not otherwise eligible for federal stimulus or Pandemic (extended) Unemployment Insurance benefits.

8. Amount Allocated to Program(s) under Review/Subject to Engagement:

Based on the last report, the ENJF program will expend about \$55 million. Of this amount, about \$5.25 million was funded by CRF dollars, with the remainder from ARPA.

9. Amount Expended by Recovery Program Participant to Date on Program(s) under Review/Subject to Engagement:

[As of March 8, 2023, about \$54.5 million has been expended, with about \$200,000 remaining to allocate if any additional applications are approved.]

10. Amount Provided to Other State or Local Entities:

None

11. Completion Status of Program (e.g. planning phase, application review, post-payment):

[The program closed to the public on February 28, 2022, with required documents for pending applications due by October 31, 2022. DHS is reviewing a small number of pending applications that can be paid with the remaining available funds.

12. Completion Status of Integrity Monitor Engagement:

[As a part of the CAT 2 engagement, North Highland provided the DHS with QA/QC work to avoid fraud, waste, or abuse. North Highland's engagement was extended following the extension of the ENJF program, with work concluding on January 27, 2023.]

B. Monitoring Activities

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13. Description of the services provided to the Recovery Program Participant during the quarter (i.e. activities conducted, such as meetings, document review, staff training, etc.):

a) IM Response

[North Highland was engaged to provide technical assistance with the compliance of federal rules, develop policy and training documents, oversee a growing team of DHS temporary staff, and assist DHS in the monitoring of external vendors (i.e., community-based organizations - CBOs) that assist individuals with their applications.]

b) Recovery Program Participant Comments

14. Description of activities to prevent, detect, and remediate waste, fraud, and/or abuse during the quarter:

a) IM Response

North Highland has responded to requests on policy and process matters that are meant to avoid instances of fraud, waste, or abuse, and trained temporary staff on how to identify potential risks when reviewing applications (e.g., duplicates, suspicious documents).]

b) Recovery Program Participant Comments

15. General description of any findings of waste, fraud, or abuse:

a) IM Response

All potential issues have been properly reported.

b) Recovery Program Participant Comments

C. Miscellaneous

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16. List of hours (by employee) and expenses incurred to perform quarterly integrity monitoring review:

a) IM Response

The following North Highland team members have billed hours during the first quarter of 2023 (January through March).

Brett Woodall	152
Carlin Spink	154
Christopher Jacobs	144
Daryl Brazier (Terminated)	152
Destiny Giordano	144
Devin Mitchell (Terminated)	152
Greg Martin	32
Jason Pettus	141
Jennifer Pang	154
Jordan McCowan	157
Jorge Erazo (Terminated)	136
Joy Jones	157
Kendelle Rock	120
Laura Copen	152
Maninder Kaur	136
Marlin McClendon (Terminated)	120
Marquita Horne	144
Melody Malek	144
Mercedes Romero	144
Peter Cotterrell (Terminated)	52
Shelley Hayes (Terminated)	168
Tim Shappley	152
Grand Total	3007

b) Recovery Program Participant Comments

Name of Integrity Monitor: The North Highland Company LLC
Name of Report Preparer: Jason Pettus

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Signature:

Jason Pettus

Date:

3/20/2023