

**Integrity Monitor Report
Categories 1 and 2**

Integrity Monitor Firm Name: Vander Weele Group/Joseph A. DeLuca
Advisory & Consulting Services, LLC.
Integrity Monitor Category (1 or 2): 1 and 2
Quarter Ending: 12/31/2022
Expected Engagement End Date: 02/07/2023

A. General Information

1. Recovery Program Participant:

NJ Department of Community Affairs, Division of Disaster Recovery and Mitigation

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

American Rescue Plan Act

3. State Funding Source (if applicable):

N/A

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

December 31, 2026

5. Accountability Officer:

Elizabeth Mackay

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

Development of Subrecipient Monitoring Plan

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

Purpose is to create a Subrecipient Monitoring Plan that DRM can use to ensure subrecipients comply with the ARPA and implementing regulations and provide assistance to subrecipients in identifying metrics for success. Accompanied by training.

**Integrity Monitor Report
Categories 1 and 2**

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

Subrecipient Monitoring Plan covers \$6.4 billion in State Fiscal Recovery Funds appropriated to the State of New Jersey.

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

As of date of engagement, approximately half of the \$6.4 billion had been allocated.

10. Amount Provided to Other State or Local Entities:

N/A

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

Development Phase

12. Completion Status of Integrity Monitor Engagement:

In process

B. Monitoring Activities

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

- 1.) Conducted bi-weekly meetings with DCA
- 2.) Completed Risk Assessment document.
- 3.) Drafted and presented Monitoring Process.
- 4.) Drafted and presented Monitoring Tool.
- 5.) Drafted Monitoring Checklists.
- 6.) Drafted Payment Processing Tool.
- 7.) Discussed Monitoring Plan with appendices submitted for review and comments.
- 8.) Discussed proposed topics, at bi-weekly meeting with DCA, for monitoring training session.

**Integrity Monitor Report
Categories 1 and 2**

- 9.) Submitted draft agenda of monitoring training to DCA for review and comment.
- 10.) Drafted monitoring training presentation.

b) Recovery Program Participant Comments

DCA returned the edited Monitoring Plan
to Vander Weele for final review

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

a) IM Response

- 1.) Completed Risk Assessment document.
- 2.) Drafted and presented Monitoring Process.
- 3.) Drafted and presented Monitoring Tool.
- 4.) Drafted Monitoring Checklists.
- 5.) Drafted Payment Processing Tool.
- 6.) Discussed Monitoring Plan with appendices submitted for review and comments.
- 8.) Discussed proposed topics, at bi-weekly meeting with DCA, for monitoring training session.
- 9.) Submitted draft agenda of monitoring training to DCA for review and comment.
- 10.) Drafted monitoring training presentation.

b) Recovery Program Participant Comments

See above comment

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

**Integrity Monitor Report
Categories 1 and 2**

a) IM Response

**Integrity Monitor Report
Categories 1 and 2**

None

b) Recovery Program Participant Comments

[Type Here]

C. Miscellaneous

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

a) IM Response

Maribeth Vander Weele – 15.3

Kristen Mokofisi – 51.45

Sophia Staveris – 100.85

Joseph DeLuca – 3.75

Steven Pasichow – 1.50

Kevin Mullins – 20.75

Richard Palmer – 4.5

b) Recovery Program Participant Comments

DCA is finding this to be a valuable
engagement.

Name of Integrity Monitor:
Consulting Services, LLC

Name of Report Preparer:

Signature:

Date:

Vander Weele Group / Joseph A. DeLuca Advisory &

Sophia Staveris

Sophia Staveris

12/30/2022

Edy Staveris
1/4/2023
Mokofisi

