



UNITED STATES DEPARTMENT OF COMMERCE
Office of Inspector General
Washington, D.C. 20230

July 22, 2009

MEMORANDUM FOR: Brian Monaghan
Division Chief, Field Division Headquarters
U.S. Census Bureau

Michael Palensky
Chief, Acquisition Division
U.S. Census Bureau

FROM: 
Dr. Brett M. Baker
Assistant Inspector General for Audit

SUBJECT: Review the Proposals and Purchases Related
to the Direct Partner Support and Special Initiatives
Components of the Partner Support Program

We are initiating a survey review of purchases under the Partner Support Program (PSP), formerly known as the In-Kind Program during Census 2000. Since the PSP is tasked with responsibly spending a substantial amount of resources in a relatively short time frame— up to \$10 million by the end of FY 2009 and an additional \$8 million in the first quarter of FY 2010—the intent of our review is to identify and report to you any problems that may exist and provide you with a time frame that enables you to take prompt corrective action.

During the survey, we expect to answer the following questions:

1. Are the Census employees who are responsible for administering the PSP adequately trained?
2. Are employees following Census procedures?
3. Do Regional Census Center (RCC) and National Processing Center (NPC) staff effectively manage purchases to prevent fraud, waste, and abuse?

In addition, we will interview staff at the NPC in Jeffersonville, Indiana and at other RCCs to evaluate the PSP proposal process, gain an understanding of Census purchase card policies and procedures, and identify oversight or monitoring controls of purchase card transactions.

As a first step, we will contact your audit liaison to schedule an entrance conference.

In the meantime, if you have questions regarding this survey review, please contact me at (202) 482-2600, or David Charbonneau, our audit manager, at (206) 220-7970.

cc: Timothy P. Olson, assistant division chief, Partnership and Data Services
Sally Obenski, special assistant to the director
Pamela White, chief, External Liaison Branch
Adam Miller, audit liaison