



# City of San Antonio

## Agenda Memorandum

**File Number:**  
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**Agenda Item Number:** 2

**Agenda Date:** June 13, 2023

**In Control:** Audit and Accountability Committee

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**DEPARTMENT:** Office of the City Auditor

**DEPARTMENT HEAD:** Kevin Barthold

**COUNCIL DISTRICTS IMPACTED:** Citywide

**SUBJECT:**

Acceptance of the Office of the City Auditor Report AU23-037 Audit of Workforce Development AlamoPROMISE Contract.

**SUMMARY:**

Determine if the Alamo Promise contracts are adequately monitored to include management of key terms and fiscal areas.

**BACKGROUND INFORMATION:**

Background

AlamoPROMISE was created by the Alamo Colleges District (ACD) in 2019. The program provides funding for up to three years of full-time community college for graduating high school seniors in Bexar County to eliminate financial barriers to higher education. Its goal is to increase the rate of college-going high school seniors from 49% to 67% and enhance economic and social

mobility while meeting workforce demands.

To be eligible for the program, students must have graduated from a participating high school in the Spring semester, must commit to attending one of the ACD colleges in the subsequent Fall semester, and must submit all required financial aid documentation. Once accepted, students receive “last-dollar” scholarships, which provide funding to them for remaining tuition and mandatory fee expenses after financial aid awards have been granted.

The City of San Antonio (COSA) is one of several organizations who provide funding for last-dollar scholarships to students participating in the program, with increasing participation each year in line with expected enrollment growth. COSA is projected to provide approximately half of the funding required to meet last-dollar scholarship estimates for each year.

### Scope & Methodology

The audit scope included a review of the Year-2 and Year-3 AlamoPROMISE contracts with ACD, contract monitoring reports, and contract administration requirements in COSA’s purchasing manual.

### Conclusion

Overall, the AlamoPROMISE contracts are adequately monitored to include management of key terms and fiscal areas. Match funding documentation is submitted and is sufficient and reviewed. Additionally, sufficient controls exist for the use of remaining funds. Mid-semester reports of target versus actual enrollments are submitted and are reasonable. Adequate support is received and reviewed for the number of program participants and program goals were met for funding purposes. Additionally, adequate support was provided for COSA funds expensed on last-dollar scholarships for AlamoPROMISE Scholars.

We made no recommendations to the Workforce Development Office; consequently, no management responses were required.

### **ISSUE:**

This item is presented for acceptance by the Audit and Accountability Committee.

### **FISCAL IMPACT:**

NA

### **ALTERNATIVES:**

None.

### **RECOMMENDATION:**

Staff recommends acceptance of the audit report.