



OFFICE OF INSPECTOR GENERAL U.S. Agency for International Development

MEMORANDUM

DATE: July 16, 2025

TO: Sara Aviel
President and Chief Executive Officer
Inter-American Foundation

FROM: Gabriele Tonsil /s/
Acting Assistant Inspector General for Audits, Inspections, and Evaluations

SUBJECT: Assessment of the Inter-American Foundation's Charge Card Program Showed Low Risk for Fiscal Year 2024 (0-IAF-25-001-S)

This memorandum presents the results of our risk assessment of the Inter-American Foundation's (IAF) fiscal year (FY) 2024 charge card program, as required by the Government Charge Card Abuse Prevention Act of 2012 (Charge Card Act).¹ The Charge Card Act requires each office of inspector general (OIG) to conduct periodic risk assessments of its agency's charge card program to identify and analyze the risks of illegal, improper, or erroneous purchases and payments. OIGs use these risk assessments to determine the necessary scope, frequency, and number of audits or reviews of the program.

Our objective was to assess the risks of illegal, improper, or erroneous purchases and payments in IAF's FY 2024 charge card program, which includes individually and centrally billed travel cards and purchase cards. We performed the assessment in accordance with the Office of Management and Budget's Circular No. A-123, Appendix B (OMB Appendix B)² and our internal OIG handbook.

Based on our risk assessment, we determined that the FY 2024 charge card program posed a low risk to IAF. We found that the Agency had policies and procedures addressing applicable charge card internal control requirements in the Charge Card Act and OMB Appendix B, resulting in adequate monitoring and reconciliation procedures that reduced risks of illegal, improper, and erroneous purchases and payments in the charge card program. The Agency's charge card spending did not exceed \$10 million; therefore, an audit or review of the program is not necessary.

¹ Public Law 112-194, October 5, 2012.

² OMB, Appendix B to Circular A-123, "A Risk Management Framework for Government Charge Card Programs," August 27, 2019.

We conducted this risk assessment following our internally established OIG policies that govern this work product's planning, conducting, and reporting. Those policies require the assessment team to be competent and independent, conduct its work with reasonable care, and follow established quality control procedures. The policies also require that we obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions in accordance with our assessment objectives. We believe that the evidence obtained provides that reasonable basis.

To assess the risk of illegal, improper, and erroneous purchases and payments in IAF's FY 2024 charge card program, we reviewed IAF's policies and procedures, including the Charge Card Management Plan, to determine whether the Agency established and maintained internal controls as required by the Charge Card Act and OMB Appendix B. Furthermore, we inquired with IAF's Financial Manager to follow up on any changes to the program and obtain an understanding of the agency's efforts to monitor and reconcile charge card data as they relate to risks of illegal, improper, and erroneous purchases. Additionally, we reviewed cardholders' accounts and charge card transaction data and calculated total travel and purchase expenses made in FY 2024. We also inquired with OIG's Office of Investigations about cases related to IAF's charge card program. Our efforts did not identify any instances of charge card misuse or illegal purchases made on IAF's part.

We appreciate the assistance you and your staff provided to us during the engagement.