



April 1st, 2026

MEMORANDUM FOR: HENRY MACK
Assistant Secretary
for Employment and Training

A handwritten signature in blue ink that reads "Laura B. Nicolosi".

FROM: LAURA B. NICOLOSI
Assistant Inspector General
for Audit

SUBJECT: Audit of the Department of Labor's Administration of
Education and Workforce Programs under
Interagency Agreements with the Department of
Education, Project No. 02-P26-004-03-001

Please be advised that the Office of Inspector General is initiating an audit of the Department of Labor (DOL) Employment and Training Administration's (ETA) administration of education and workforce programs under interagency agreements with the Department of Education (ED), executed pursuant to the Economy Act (31 U.S.C. §1535). We will contact your audit liaison to schedule an entrance conference to discuss the audit's objective, scope, and methodology.

We plan to begin audit work following the entrance conference and would appreciate your notifying appropriate agency officials of our plans. To facilitate the start of the audit, we have attached an initial information request, and we would appreciate this information being provided to us no later than April 8, 2026.

Attachment

cc: Greg Hitchcock
Special Assistant, Office of Grants Management, ETA

Chantel Sollers
Audit Liaison, Office of Grants Management, ETA

Information Request

We are requesting the following items (please label all submitted documentation by the corresponding item number):

Item # | Description

A. Interagency Agreements and Supporting Documentation

1. Interagency Agreements, Memoranda of Understanding (MOUs), and any addenda or implementing agreements for:
 - ED's Office of Career, Technical, and Adult Education (OCTAE)
 - ED's Office of Elementary and Secondary Education (OESE)
 - ED's Office of Postsecondary Education (OPE)
 2. Determination and Findings (D&Fs) supporting each interagency agreement (OCTAE, OPE, OESE)
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B. Governance and Coordination

3. Governance documentation, including decision-making structures, governance frameworks, and escalation procedures
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C. Organizational Structure and Roles

4. Current organizational charts, including staff counts, for offices responsible for administering ED programs
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D. Transition and Implementation

5. Documentation related to the transition and implementation of programs from ED to DOL, including transition plans and timelines

E. Monitoring

6. Grant monitoring tools, checklists, and procedures applicable to the transferred programs under the interagency agreements
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