




Homeland
Security

May 15, 2012

MEMORANDUM FOR: Charles K. Edwards
Acting Inspector General
Council of Inspectors General on Integrity and Efficiency

FROM: Secretary Napolitano 

SUBJECT: Quarterly High-Dollar Overpayments Report
January to March 2012

Attached, as required by Section 3f of Executive Order 13520: Reducing Improper Payments, is the Department's Quarterly High-Dollar Overpayments Report for the period of January to March 2012. Additionally, information is included on high-dollar overpayments from prior reports which remain uncollected as of March 31, 2012. This report will be made publicly available within 15 days.

This report supports the Department's commitment to fulfilling the Executive Order's goals of eliminating payment error and waste in federal programs and increasing the transparency and public scrutiny of significant improper payments.

Attachment

**Department of Homeland Security
High-Dollar Overpayments Report
for the Quarter Ending March 31, 2012**

Component	Recipient Type (Entity or Individual)	City and State	Program(s) Responsible	Collection Actions Taken or Planned	Why the Overpayment Occurred And Actions to Prevent Reoccurrence	Payment Date	High \$ Overpayment Date Identified	Amount Paid	Correct Amount	Overpayment Amount	Recovered Amount	Outstanding Balance
FLETG	ENTITY	Artesia, NM	Finance Division	Vendor returned overpayment.	The vendor used the same invoice number for numerous accounts. The invoice coding for this vendor now includes the account number as well as invoice number to prevent reoccurrences. The Standard Operating Procedure was updated to document this change.	January 11, 2012	January 19, 2012	\$168,588.92	\$84,294.46	\$84,294.46	\$84,294.46	\$0.00
FO	ENTITY	Vienna, VA	ICE Dallas Finance Center	Vendor returned overpayment.	The payment was setup under a similarly named but incorrect vendor. The payment technician did not notice the difference in vendor names between the invoice, contract, and obligation. Prior to processing payments, the payment technician shall ensure invoice, contract, and Central Contractor Registration information match.	January 11, 2012	January 23, 2012	\$31,870.80	\$0.00	\$31,870.80	\$31,870.80	\$0.00
FO	ENTITY	McLean, VA	Office of the Chief Financial Officer and ICE Dallas Finance Center	Vendor returned overpayment.	Charges on an invoice were split between two agencies. Instead of paying the adjusted amount for DHS only notated on the adjustment form, the original amount for both agencies was paid. FO staff will thoroughly review all documentation prior to payment. The Dallas Finance Center will retrain the Intake Technicians, Payment Technicians, and Certifiers on properly reviewing adjustment forms. Additionally, FO will ensure each receiving ticket entered into the Federal Financial Management System undergoes review by a second analyst to confirm accuracy of information.	December 14, 2011	February 27, 2012	\$83,030.94	\$47,033.27	\$35,997.67	\$35,997.67	\$0.00
TSA	ENTITY	West Palm Beach, FL	USCG Finance Center - Commercial Payables Division	Vendor returned overpayment.	The Purchase Order inputted into the financial system contained the wrong Data Universal Numbering System/Taxpayer Identification Number. This error caused the transmission of the payment to the wrong vendor. A system request has been submitted to correct the Data Universal Numbering System number associated with the Purchase Order number. Until this system correction is completed, a Payables Supervisor will review all invoices received from this vendor to ensure the correct vendor is paid.	January 26, 2012	February 29, 2012	\$38,322.58	\$0.00	\$38,322.58	\$38,322.58	\$0.00
USCG	INDIVIDUAL	Miami, FL	CG-84, Office of Financial Policy and Systems	Notice of overpayment sent to member and copy to Servicing Personnel Office. Payroll deduction started.	Member had a permanent change of duty station and transactions were not reported timely and accurately. Servicing Personnel Offices staff will undergo additional training focusing on timely and accurate submission of documents.	December 15, 2011	January 3, 2012	\$5,124.83	\$0.00	\$5,124.83	\$241.76	\$4,883.07
USCG	INDIVIDUAL	Royal Palm Beach, FL	CG-84, Office of Financial Policy and Systems	Contacted recipient, overpayment collected.	Retroactive processing of service member's Veterans Affairs entitlements resulted in a duplicate payment. A new internal control report was implemented to identify these payments.	November 1, 2011	January 3, 2012	\$7,827.52	\$0.00	\$7,827.52	\$7,827.52	\$0.00
USCG	ENTITY	McLean, VA	CG-84, Office of Financial Policy and Systems	Vendor returned overpayment.	The technician and authorized certifying officer inadvertently processed the same invoice twice. The Finance Center implemented an invoice verification process and checklist to streamline and improve the accuracy of invoice reviews.	July 24, 2007	January 13, 2012	\$69,688.77	\$34,822.14	\$34,866.63	\$34,866.63	\$0.00
USCG	INDIVIDUAL	Tonganoxie, KS	CG-84, Office of Financial Policy and Systems	Contacted employee, overpayment collected.	Retroactive processing of service member's Veteran Affairs entitlements resulted in a duplicate payment. A new internal control was implemented to identify these payments.	November 1, 2011	January 3, 2012	\$6,930.08	\$0.00	\$6,930.08	\$6,930.08	\$0.00

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USCG	ENTITY	Martinsburg, WV	CG-84, Office of Financial Policy and Systems	Vendor returned overpayment.	The vendor submitted two invoices for the same goods and services. The technician and authorized certifying officer did not recognize the invoice as a duplicate, since both invoices had a different invoice number and date. The Finance Center has implemented an invoice verification process and checklist to streamline and improve the accuracy of invoice reviews.	January 25, 2012	February 10, 2012	\$162,050.62	\$81,025.31	\$81,025.31	\$81,025.31	\$0.00
USCG	INDIVIDUAL	Washington, DC	CG-84, Office of Financial Policy and Systems	Notice of overpayment sent to member and copy to Servicing Personnel Office.	Reserve member continued to receive pay and allowances after his orders were terminated. Servicing Personnel Offices staff will undergo additional training focusing on timely and accurate submission of documents.	December 30, 2011	February 23, 2012	\$9,280.24	\$0.00	\$9,280.24	\$0.00	\$9,280.24
USCG	INDIVIDUAL	Washington, DC	CG-84, Office of Financial Policy and Systems	Notice of overpayment sent to member and copy to Servicing Personnel Office.	Service member's spouse received Basic Allowance for Housing while living in government quarters. All the USCG members will be counseled to notify their Servicing Personnel Office of any change in housing status and to review their Leave and Earnings Statements monthly.	December 30, 2011	February 27, 2012	\$20,197.18	\$0.00	\$20,197.18	\$0.00	\$20,197.18
USCG	INDIVIDUAL	New Orleans, LA	CG-84, Office of Financial Policy and Systems	Notice of overpayment sent to member and to finance center for collection.	Member's salary payment was returned by Treasury due to bank account closure. The payment failure was noticed independently by two branches of the USCG who did not coordinate with each other. The USCG will improve internal communication processes to provide clear and concise information to key stakeholders responsible for ensuring overpayments do not take place.	December 27, 2011	January 24, 2012	\$6,990.34	\$0.00	\$6,990.34	\$0.00	\$6,990.34
USCG	INDIVIDUAL	Camden, SC	CG-84, Office of Financial Policy and Systems	Contacted recipient, overpayment collected.	Received report of retiree's death after payment made. The USCG performs monthly and quarterly checks using data from the Department of Defense, the Social Security Administration, and the Veteran's Administration to prevent issuance of retiree benefits to deceased members. Additionally, families and estates are required to immediately notify the USCG of a retiree's death. Late notification of death by the family is not uncommon due to the stress of the situation.	February 1, 2012	February 2, 2012	\$5,259.42	\$0.00	\$5,259.42	\$5,259.42	\$0.00
USCG	INDIVIDUAL	Jacksonville, FL	CG-84, Office of Financial Policy and Systems	Payment returned from the United States Treasury.	Received report of retiree's death after payment made. The USCG performs monthly and quarterly checks using data from the Department of Defense, the Social Security Administration, and the Veteran's Administration to prevent issuance of retiree benefits to deceased members. Additionally, families and estates are required to immediately notify the USCG of a retiree's death. Late notification of death by the family is not uncommon due to the stress of the situation.	February 1, 2012	February 2, 2012	\$5,472.40	\$0.00	\$5,472.40	\$5,472.40	\$0.00
USCG	INDIVIDUAL	Juneau, AK	CG-84, Office of Financial Policy and Systems	Notice of overpayment sent to member and copy to Servicing Personnel Office.	Member was assigned to government quarters and was no longer entitled to basic allowance for housing. Documents to process the housing change were not received timely. Training will be given to Servicing Personnel Offices regarding timely and accurate submission of documents.	February 1, 2012	March 1, 2012	\$19,996.20	\$0.00	\$19,996.20	\$0.00	\$19,996.20

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USCG	INDIVIDUAL	Swarthmore, PA	CG-84, Office of Financial Policy and Systems	Payment returned from the United States Treasury.	Received report of retiree's death after payment made. The USCG performs monthly and quarterly checks using data from the Department of Defense, the Social Security Administration, and the Veteran's Administration to prevent issuance of retiree benefits to deceased members. Additionally, families and estates are required to immediately notify the USCG of a retiree's death. Late notification of death by the family is not uncommon due to the stress of the situation.	March 1, 2012	March 7, 2012	\$6,001.08	\$0.00	\$6,001.08	\$6,001.08	\$0.00
USCIS	ENTITY	Alexandria, VA	ICE Dallas Finance Center	Vendor returned overpayment.	This payment involved two vendors under a Contractor Teaming Agreement. The ICE Dallas Finance Center certified and paid the vendor on the obligation rather than the vendor on the invoice. The ICE Dallas Finance Center will review, in detail, the information on each invoice to identify the correct payee. Additional training will be provided to Payment Technicians and Certifiers.	January 10, 2012	February 17, 2012	\$53,196.00	\$0.00	\$53,196.00	\$53,196.00	\$0.00
Totals								\$699,827.92	\$247,175.18	\$452,652.74	\$391,305.71	\$61,347.03

Department of Homeland Security
Current Status of Outstanding High-Dollar Overpayments Reported on the Previous Secretary's High-Dollar Overpayments Report
for the Quarter Ending March 31, 2012

Debts Under Collection by DHS

Component	Recipient Type	City and State	Program(s) Responsible	Recovery Action Taken or Planned	Payment Date	High \$ Overpayment Date Identified	Amount Paid	Correct Amount	Overpayment Amount	Recovered Amount	Outstanding Balance	Days Outstanding
FEMA	ENTITY	Duval County, FL	Emergency Food & Shelter Program	The Office of the Chief Financial Officer and Emergency Food and Shelter Program staff are researching the legality of collections process for Emergency Food and Shelter Program. Awaiting legal opinion from the Federal Emergency Management Agency's Office of General Council on the collections issue.	May 18, 2009	November 15, 2011	\$27,830.00	\$15,782.74	\$12,047.26	\$0.00	\$12,047.26	137
FEMA	ENTITY	Richland County, OH	Emergency Food & Shelter Program	The Office of the Chief Financial Officer and Emergency Food and Shelter Program staff are researching the legality of collections process for Emergency Food and Shelter Program. Awaiting legal opinion from the Federal Emergency Management Agency's Office of General Council on the collections issue.	November 23, 2009	November 15, 2011	\$26,837.50	\$11,137.50	\$15,700.00	\$0.00	\$15,700.00	137
FEMA	ENTITY	Yuma County, AZ	Emergency Food & Shelter Program	The Office of the Chief Financial Officer and Emergency Food and Shelter Program staff are researching the legality of collections process for Emergency Food and Shelter Program. Awaiting legal opinion from the Federal Emergency Management Agency's Office of General Council on the collections issue.	October 7, 2009	November 15, 2011	\$60,000.00	\$36,000.00	\$24,000.00	\$0.00	\$24,000.00	137
FEMA	ENTITY	Randolph County, IL	Emergency Food & Shelter Program	The Office of the Chief Financial Officer and Emergency Food and Shelter Program staff are researching the legality of collections process for Emergency Food and Shelter Program. Awaiting legal opinion from the Federal Emergency Management Agency's Office of General Council on the collections issue.	December 1, 2009	November 15, 2011	\$25,364.00	\$0.00	\$25,364.00	\$0.00	\$25,364.00	137
FEMA	ENTITY	Sedgwick County, KS	Emergency Food & Shelter Program	The Office of the Chief Financial Officer and Emergency Food and Shelter Program staff are researching the legality of collections process for Emergency Food and Shelter Program. Awaiting legal opinion from the Federal Emergency Management Agency's Office of General Council on the collections issue.	May 7, 2010	November 15, 2011	\$59,952.00	\$31,246.12	\$28,705.88	\$0.00	\$28,705.88	137
FEMA	ENTITY	Tuscaloosa County, AL	Emergency Food & Shelter Program	The Office of the Chief Financial Officer and Emergency Food and Shelter Program staff are researching the legality of collections process for Emergency Food and Shelter Program. Awaiting legal opinion from the Federal Emergency Management Agency's Office of General Council on the collections issue.	September 10, 2010	November 15, 2011	\$40,993.00	\$0.00	\$40,993.00	\$0.00	\$40,993.00	137
FEMA	ENTITY	Puerto Rico	Emergency Food & Shelter Program	The Office of the Chief Financial Officer and Emergency Food and Shelter Program staff are researching the legality of collections process for Emergency Food and Shelter Program. Awaiting legal opinion from the Federal Emergency Management Agency's Office of General Council on the collections issue.	April 27, 2010	November 15, 2011	\$98,758.00	\$48,033.11	\$50,724.89	\$0.00	\$50,724.89	137
FEMA	ENTITY	Utah County, UT	Emergency Food & Shelter Program	The Office of the Chief Financial Officer and Emergency Food and Shelter Program staff are researching the legality of collections process for Emergency Food and Shelter Program. Awaiting legal opinion from the Federal Emergency Management Agency's Office of General Council on the collections issue.	April 27, 2010	November 15, 2011	\$82,000.00	\$30,000.00	\$52,000.00	\$0.00	\$52,000.00	137

Department of Homeland Security
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Debts Under Collection by DHS

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FEMA	ENTITY	Talladega County, AL	Emergency Food & Shelter Program	The Office of the Chief Financial Officer and Emergency Food and Shelter Program staff are researching the legality of collections process for Emergency Food and Shelter Program. Awaiting legal opinion from the Federal Emergency Management Agency's Office of General Council on the collections issue.	October 28, 2009	November 15, 2011	\$52,549.00	\$0.00	\$52,549.00	\$0.00	\$52,549.00	137
FEMA	ENTITY	Bergen County, NJ	Emergency Food & Shelter Program	The Office of the Chief Financial Officer and Emergency Food and Shelter Program staff are researching the legality of collections process for Emergency Food and Shelter Program. Awaiting legal opinion from the Federal Emergency Management Agency's Office of General Council on the collections issue.	October 7, 2009	November 15, 2011	\$178,890.00	\$118,489.40	\$60,400.60	\$0.00	\$60,400.60	137
FEMA	ENTITY	Carson City, NV	Homeland Security Grant Program	DHS senior management to elevated this issue to FEMA senior management to ensure timely resolution. State is currently appealing improper payment.	September 30, 2009	August 5, 2010	\$27,609.10	\$0.00	\$27,609.10	\$0.00	\$27,609.10	604
FEMA	ENTITY	Washington, DC	Homeland Security Grant Program	Collection request sent to the Federal Emergency Management Agency's Finance Center. A collection notice was sent in February 2012.	August 19, 2009	July 28, 2010	\$3,133,009.25	\$2,489,893.60	\$643,115.65	\$0.00	\$643,115.65	612
FEMA	ENTITY	Albany, NY	Homeland Security Grants Program	Collection request sent to the Federal Emergency Management Agency's Finance Center. A collection notice was sent in February 2012.	November 23, 2009	November 15, 2011	\$48,474.76	\$0.00	\$48,474.76	\$0.00	\$48,474.76	137
FEMA	ENTITY	U.S. Virgin Islands	Port Security Grant Program	Program Office reached out to grantee to receive more supporting documentation. Grantee had 30 days to send support. A collection notice was sent on January 31, 2012.	September 13, 2010	November 15, 2011	\$53,000.00	\$0.00	\$53,000.00	\$0.00	\$53,000.00	137
FEMA	ENTITY	Bloomington, IN	Federal Insurance and Mitigation Administration	Federal Insurance and Mitigation Administration staff contacted recipient to collect funds in January 2012.	July 29, 2010	November 15, 2011	\$20,000.00	\$0.00	\$20,000.00	\$0.00	\$20,000.00	137
FEMA	ENTITY	Bloomington, IN	Federal Insurance and Mitigation Administration	Federal Insurance and Mitigation Administration staff contacted recipient to collect funds in January 2012.	November 18, 2009	November 15, 2011	\$30,000.00	\$0.00	\$30,000.00	\$0.00	\$30,000.00	137
FEMA	ENTITY	Borough of Dover, PA	Public Assistance	Collection request sent to the Federal Emergency Management Agency's Finance Center. A collection notice was sent in January 2012.	July 26, 2010	November 15, 2011	\$47,452.04	\$0.00	\$47,452.04	\$0.00	\$47,452.04	137
FEMA	ENTITY	Silver Creek, NY	Public Assistance	Collection request sent to the Federal Emergency Management Agency's Finance Center. A collection notice was sent in January 2012.	March 17, 2010	November 15, 2011	\$75,440.99	\$0.00	\$75,440.99	\$0.00	\$75,440.99	137

Department of Homeland Security
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 for the Quarter Ending March 31, 2012

Debts Under Collection by DHS

Component	Recipient Type	City and State	Program(s) Responsible	Recovery Action Taken or Planned	Payment Date	High \$ Overpayment Date Identified	Amount Paid	Correct Amount	Overpayment Amount	Recovered Amount	Outstanding Balance	Days Outstanding
USCG	INDIVIDUAL	Alameda, CA	CG-84, Office of Financial Policy and Systems	Notice of Overpayment sent to member and copy to Servicing Personnel Office. USCG has initiated payroll deductions to recoup overpayment.	September 30, 2011	October 31, 2011	\$5,603.55	\$0.00	\$5,603.55	\$1,837.03	\$3,766.52	152
USCG	INDIVIDUAL	New York, NY	CG-84, Office of Financial Policy and Systems	Notice of Overpayment sent to member and copy to Servicing Personnel Office. USCG has initiated payroll deductions to recoup overpayment.	August 31, 2011	October 31, 2011	\$5,994.00	\$0.00	\$5,994.00	\$164.14	\$5,829.86	152
USCG	INDIVIDUAL	Kodiak, AK	CG-84, Office of Financial Policy and Systems	Notice of Overpayment sent to member and copy to Servicing Personnel Office. USCG has initiated payroll deductions to recoup overpayment.	November 1, 2011	November 18, 2011	\$6,307.41	\$0.00	\$6,307.41	\$704.86	\$5,602.55	134
USCG	INDIVIDUAL	Seattle, WA	CG-84, Office of Financial Policy and Systems	Notice of Overpayment sent to member and copy to Servicing Personnel Office. USCG has initiated payroll deductions to recoup overpayment.	November 11, 2008	June 15, 2011	\$8,903.21	\$1,051.71	\$7,851.50	\$2,001.25	\$5,850.25	290
USCG	INDIVIDUAL	New Orleans, LA	CG-84, Office of Financial Policy and Systems	Notice of Overpayment sent to member and copy to Servicing Personnel Office. USCG has initiated payroll deductions to recoup overpayment.	October 1, 2011	November 25, 2011	\$7,135.16	\$0.00	\$7,135.16	\$169.98	\$6,965.18	127
USCG	INDIVIDUAL	Kodiak, AK	CG-84, Office of Financial Policy and Systems	Notice of Overpayment sent to member and copy to Servicing Personnel Office. USCG has initiated payroll deductions to recoup overpayment.	October 31, 2011	November 8, 2011	\$10,241.50	\$0.00	\$10,241.50	\$2,129.88	\$8,111.62	144

Totals	\$4,132,344.47	\$2,781,634.18	\$1,350,710.29	\$7,007.14	\$1,343,703.15
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Department of Homeland Security
 Current Status of Outstanding High-Dollar Overpayments Reported on the Previous Secretary's High-Dollar Overpayments Report
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Debts Sent to the Treasury Offset Program for Collection

Component	Recipient Type	City and State	Program(s) Responsible	Recovery Action Taken or Planned	Payment Date	High \$ Overpayment Date Identified	Amount Paid	Correct Amount	Overpayment Amount	Recovered Amount	Outstanding Balance	Days Outstanding
FEMA	INDIVIDUAL	Seabrook, TX	Individuals and Households Payments	Recoupment package sent to individual. Debt later sent to the Treasury Offset Program for collection.	November 11, 2008	September 30, 2010	\$19,239.54	\$0.00	\$19,239.54	\$0.00	\$19,239.54	548
USCG	ENTITY	Miami, FL	CG-84, Office of Financial Policy and Systems	Contacted vendor who confirmed overpayment. Vendor added to USCG 'Do Not Pay List' with automatic offset of overpayment on next invoice. Debt sent to Treasury Offset Program for collection.	September 25, 2010	January 10, 2011	\$76,740.37	\$38,177.37	\$38,563.00	\$0.00	\$38,563.00	446
Totals							\$95,979.91	\$38,177.37	\$57,802.54	\$0.00	\$57,802.54	

Department of Homeland Security
 Current Status of Outstanding High-Dollar Overpayments Reported on the Previous Secretary's High-Dollar Overpayments Report
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Debts Cleared or Collected by DHS

Component	Recipient Type	City and State	Program(s) Responsible	Recovery Action Taken or Planned	Payment Date	High \$ Overpayment Date Identified	Amount Paid	Correct Amount	Overpayment Amount	Recovered Amount	Outstanding Balance	
FEMA	ENTITY	Austin, OH	Assistance to Firefighter Grants	Program Office reached out to Grantee to submit additional supporting documentation. Grantee provided documentation to support drawn down of funds. The payment was deemed proper after review of additional documentation.	June 2, 2010	November 15, 2011	\$33,000.00	\$33,000.00	\$0.00	\$0.00	\$0.00	
FEMA	ENTITY	South Greensburg, PA	Assistance to Firefighter Grants	Program Office reached out to Grantee to submit additional supporting documentation. Grantee provided documentation to support drawn down of funds. The payment was deemed proper after review of additional documentation.	October 5, 2009	November 15, 2011	\$40,000.00	\$40,000.00	\$0.00	\$0.00	\$0.00	
FEMA	ENTITY	Madison, WI	Homeland Security Grants Program	Program Office reached out to Grantee to submit additional supporting documentation. Grantee provided documentation to support drawn down of funds. The payment was deemed proper after review of additional documentation.	June 10, 2010	November 15, 2011	\$53,361.63	\$53,361.63	\$0.00	\$0.00	\$0.00	
FEMA	ENTITY	Baton Rouge, LA	Port Security Grant Program	Program Office reached out to Grantee to submit additional supporting documentation. Grantee provided documentation to support drawn down of funds. The payment was deemed proper after review of additional documentation.	July 6, 2010	November 15, 2011	\$32,099.00	\$32,099.00	\$0.00	\$0.00	\$0.00	
FEMA	ENTITY	City of Nenana, AK	Public Assistance	Public Assistance Staff collected funds in January 2012	February 2, 2010	November 15, 2011	\$179,053.13	\$0.00	\$179,053.13	\$179,053.13	\$0.00	
FEMA	ENTITY	Baton Rouge, LA	Transit Security Grant Program	Program Office reached out to Grantee to submit additional supporting documentation. Grantee provided documentation to support drawn down of funds. The payment was deemed proper after review of additional documentation.	June 8, 2010	November 15, 2011	\$26,977.00	\$26,977.00	\$0.00	\$0.00	\$0.00	
FEMA	ENTITY	Frankfort, KY	Transit Security Grant Program	Program Office reached out to Grantee to submit additional supporting documentation. Grantee provided documentation to support drawn down of funds. The payment was deemed proper after review of additional documentation.	June 28, 2010	November 15, 2011	\$38,818.58	\$38,818.58	\$0.00	\$0.00	\$0.00	
Totals								\$403,309.34	\$224,256.21	\$179,053.13	\$179,053.13	\$0.00