February 28, 2014

Chairperson and Members
Board of Land and Natural Resources
State of Hawaii
Honolulu, HI

Land Board Members:


This submittal requests the Board’s approval to authorize the Chairperson to proceed with the procurement of services of a certified public account (CPA) to assist in the compilation of the SHPD’s annual financial statements and to perform an of the Division.

BACKGROUND:

The Department of Land and Natural Resources is required to provide the National Park Service (NPS), as the administrator of the Historic Preservation Fund (HPF) and in accordance with the mandated action under the June 6, 2013, NPS Corrective Action Plan (2) (CAP), a contracted financial audit of the SHPD. The financial audit shall include the fiscal years ending June 30, 2011, 2012, and 2013, respectively.

DISCUSSION:

By meeting the NPS CAP (2) mandate for a financial audit, this action will assist the SHPD with the reclassification of its current designation as a High Risk grantee under the HPF grant program.
RECOMMENDATION:

That the Board authorizes the Chairperson to proceed with the procurement of CPA services to conduct a financial audit of the SHPD for the fiscal years ending June 30, 2011, 2012, and 2013, respectively.

Respectfully submitted,

Alan S. Downer, Ph.D.
SHPD Administrator

APPROVAL FOR SUBMITTAL:

WILLIAM J. AILA, JR., Chairperson
Board of Land and Natural Resources