



MEMORANDUM

Date: 31 March 2000

To: File I98080018

From: [REDACTED] Special Agent [REDACTED]

RE: Closeout—[REDACTED]

Background

It was discovered during a proactive review of travel expenditures that Dr. [REDACTED] at the University [REDACTED] had overcharged his NSF grants² for expenditures related to his travel. We initially calculated that professor overcharged his grants a total of \$8,146.

Investigation

[REDACTED] overcharged his grants in several different ways. First, [REDACTED] did not deduct from his travel vouchers travel subsidies from outside sources. Second, the [REDACTED] claimed per diem more than once for days during an extended trip. Throughout the investigation we worked with [REDACTED] to understand how these overcharges occurred. It became clear in discussions with [REDACTED] that confusing travel policies at the university related to foreign travel and external travel payments were partially at fault.

As a result of information exchanged between OIG, [REDACTED] and [REDACTED] during the investigation, the professor voluntarily returned \$1,530 to his NSF grant to compensate for his overcharges. Given the confusing nature of the remaining charges, we believe that the return was adequate.

In addition to positive actions taken by [REDACTED] examined its travel policies and procedures in order to make clarifications to prevent future occurrences of travelers overcharging their grants. [REDACTED] has modified its travel policy to require that travelers identify and then deduct external payments and subsidies for travel from

² Awards [REDACTED]

requested travel reimbursement. In addition, [REDACTED] has clarified its travel expenditure manual to ensure that travelers understand the proper procedures for travel reimbursement related to foreign travel.

Conclusions

Due to the voluntary steps both [REDACTED] and [REDACTED] have taken to address the overcharges to the NSF grant, no further action is recommended. This case is closed.