



April 14, 2016

**MEMORANDUM FOR:** Alejandra Y. Castillo, Esq.  
National Director  
Minority Business Development Agency

**FROM:** Mark H. Zabarsky  
Assistant Inspector General for Acquisition  
and Special Program Audits

**SUBJECT:** Audit of Minority Business Development Agency's Management  
of Grant Programs

We are initiating an audit of MBDA's grant programs as part of our annual risk-based audit plan. Our audit objective is to review the adequacy of MBDA's management of its grant programs.

An entrance conference is scheduled for April 19, 2016, when we will further discuss our objective. If you have any additional questions regarding this audit, please call me at (202) 482-3844 or Lisa Kelly, Project Manager, at (206) 220-4715. We thank you in advance for your cooperation during this audit.

cc: Joann Hill, Chief of the Office of Business Development, MBDA  
Ronald Marin, Chief Financial Officer, MBDA  
Tania White, Audit Liaison, MBDA