



A Committee of the
Council of the Inspectors General
on Integrity and Efficiency

441 G STREET, NW, SUITE 1517, WASHINGTON, DC 20548

Seeking PRAC Intern

On March 27, 2020, the Coronavirus Aid, Relief, and Economy Security (CARES) Act established the Pandemic Response Accountability Committee (PRAC) to conduct and coordinate independent oversight of the funds provided in the CARES Act and related legislation to address the federal government's pandemic response and recovery efforts. With the enactment of the American Rescue Plan Act of 2021 (ARP) on March 12, 2021, the federal pandemic relief totals over \$5 trillion.

The PRAC is seeking undergraduate (senior year) or graduate college and university students and recent graduate students to join our intern program to support ongoing pandemic oversight activities. More information regarding this position is provided in the attached announcement.

For immediate consideration, please email a cover letter summarizing your qualifications and a resume to prac_jobs@cigie.gov, with the subject line: PRAC Internship Program – Program Analyst

PRAC Program Analyst Intern Opportunity
Pandemic Response Accountability Committee
April 2021

The Pandemic Response Accountability Committee (PRAC) is seeking current and recent undergraduate and graduate students to serve as PRAC interns to support its mission. The Coronavirus Aid, Relief, and Economic Security (CARES) Act created the PRAC, composed of federal Offices of Inspector General to "promote transparency and conduct and support oversight of covered funds and the Coronavirus response to (1) prevent and detect fraud, waste, abuse, and mismanagement; and (2) mitigate major risks that cut across program and agency boundaries." The PRAC is currently overseeing over \$5 trillion in federal spending. Rather than a stand-alone organization, the PRAC is a Committee of the Council of the Inspectors General on Integrity and Efficiency (CIGIE), an independent entity established within the executive branch by the Inspector General Act of 1978, as amended, that includes the more than 70 statutorily created federal Inspectors General with a mission to address integrity, economy, and effectiveness issues that transcend individual government agencies.

The CARES Act created the PRAC and requires the PRAC to coordinate and support Inspectors General on matters related to oversight of covered funds and the Coronavirus response, review whether the reporting of contracts and grants using covered funds meets applicable standards and specifies the purpose of the contract or grant and measures of performance; and review the economy, efficiency, and effectiveness in the administration of, and the detection of fraud, waste, abuse, and mismanagement in, Coronavirus response programs and operations.

To support this exciting mission, the PRAC established the PRAC Internship Program, which is seeking current and recent graduate students to serve the PRAC mission for 6 months to two years.

Selected candidates can expect to work on diverse, complex, and real-world challenges that have a direct impact on their fellow citizens. In addition, PRAC Interns will have the opportunity to gain federal sector experience and knowledge by supporting Inspectors General across different agencies with their oversight mission. The stories of scale, accomplishment, and impact will be unmatched by any other opportunity.

To recruit and retain the best candidates, provide a positive work environment, and mitigate the risk of current and future pandemic-related workplace disruptions, the PRAC is organized and managed as a distributed workforce in a virtual workplace with a small physical footprint in Washington, DC.

Duties

This position is for those interested in a career in the Inspector General community. As a PRAC Program Analyst Intern, your typical work assignments could include:

- Supports planning and implementation of new initiatives and projects that will enhance the effectiveness of oversight activities.
- Researches applicable laws, directives, regulations, manuals, prior studies, and reports needed for initiatives and projects and summarizes and/or presents information to supervisor(s).
- Applies analytical approaches, methodologies, concepts, and techniques to assist in planning and carrying out initiatives and projects to aid the organization in program planning, measurement, or other oversight activities related to the pandemic response.
- Performs and interprets quantitative and qualitative analysis on agency data, using and developing analysis tools and methods.
- Supports studies, data gathering, interviews, analysis, and developing customized reports and deliverables based on outcomes using analytical tools, databases, and business intelligence software.
- Writes comprehensive reports, presents the results of the analysis of the facts, conclusions, and recommendations clearly, concisely, and logically.
- Conducts in-depth analyses of agency data and requirements to identify problem areas, assess impact, and formulate solutions.
- Prepares or assembles supporting documentation for ongoing projects.
- Coordinates and assists with planning community-wide training events.
- Performs developmental assignments related to pandemic response projects.
- Attends meetings as directed or required.
- Researches and compiles transparency resources from government agencies, state and local governments, nonprofits, and other organizations.
- Creates a database of resources and databases with information on the pandemic response.
- Identifies state and local pandemic website and document their datasets and tools.
- Make recommendations about what data to add to PandemicOversight.gov and how to best integrate additional datasets.
- Conducts additional research projects as necessary.

Eligibility Requirements

The PRAC Internship Program is open to recent graduates (Full Time) or continuing college or university students ranked by semester hours as a junior (60-89 hours), senior (90 or more hours), or graduate student who is:

1. Currently enrolled or a recent graduate in a degree program at an accredited college or university, at least part-time, i.e., maintaining at least a half-time course load as defined by the educational institution.
2. In good academic standing, with a grade point average (GPA) of at least 3.0 on a 4-point scale; and
3. A U.S. citizen.

Independence is required, so interns may not work in the same program area as a relative. Interns or their direct relatives may not have received any pandemic relief loans or grants.

How to Apply

For immediate consideration, please email a cover letter summarizing your qualifications and a resume to prac_jobs@cigie.gov, with the subject line: PRAC Internship Program – Program Analyst