


OHIO AUDITOR OF STATE  
KEITH FABER



## What is a Single Audit?

Presented by: Center for Audit Excellence

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## Agenda

- What is a single audit?
- When is a single audit needed?
- What are my responsibilities as an auditee?
- What are auditors looking for?
- How will this be reported?
- Helpful resources

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## When a Single Audit is needed

**2 CFR 200.501(b)**- *Single audit.* A non-Federal entity that expends \$750,000 or more during the non-Federal entity's fiscal year in Federal awards must have a single audit conducted in accordance with §200.514 *Scope of audit.*

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## Type of Federal Assistance

Grants	Cooperative Agreements	Non-cash contributions/donations of property
Direct appropriations	Loans or loan guarantees	Insurance

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## History of a Single Audit

"The Single Audit Act of 1984" (Public Law 98-502)	OMB Circular A-128	Uniform Guidance (UG)
Established requirements for certain gov's that administer Fed. programs	Issued in 1985 to help auditors and recipients implement the new Single Audit Act	Issued 2013; Updated in 2014 & 2015
Amended in 1996 (31 USC 75)	Extended to additional entity types in 1990 under A-133 (modified in 2003 & 2007)	Supersedes: A-87, A-102, A-133
		(A-122, A-21, A-110, A-89 & A-50)

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## Uniform Guidance Breakdown

Uniform Guidance

– 2 CFR §200

- Website: [www.ecfr.gov](http://www.ecfr.gov)
- Subpart A (.00 - .99) – Acronyms and Definitions
- Subpart B (.100 - .113) – General Provisions
- Subpart C (.200 – .213) – Pre-Federal Award Requirements and Contents of Federal Awards
- Subpart D (.300 – .345) – Post Federal Award Requirements
- Subpart E (.400 – .475) – Cost Principals
- Subpart F (.500 – .521) – Audit Requirements
- Appendices

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## Schedule of Federal Expenditure Requirements (SEFA)

- List individual Federal programs by Federal agency
- Name pass-through entity and identifying number assigned by them
- Provide total Federal awards expended for each individual program and the CFDA number
- Include total amount provided to subrecipients
- Notes to the SEFA

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## What are the auditors looking at?

Auditors will look at the Schedule of Expenditure of Federal Awards (SEFA) to determine the federal programs that will need to be tested.

- Office of Budget and Management (OMB) annually puts out a Compliance Supplement that provides guidance and suggested audit procedures for different areas of compliance.
- In addition, requirements may be outlined by pass-through entities, grant awards and agreements, and other forms of communication.

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## Compliance Requirements

Activities Allowed and Unallowed	Allowable Costs/Cost Principles	Cash Management	Eligibility
Equipment & Real Property Management	Matching, Level of Effort, and Earmarking	Period of Performance	Procurement & Suspension and Debarment
Program Income	Reporting	Subrecipient Monitoring	Special Tests and Provisions

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## Auditors' Reports and Letters

An opinion on whether the SEFA is fairly stated in all material respects to the financial statements.

A report on compliance for each major program and a report on internal controls over compliance.

- Will include an opinion for each major program

Schedule of Findings

Management Letter

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## Audit Reporting

There are 4 types of opinions that can be issued—unmodified, qualified, adverse, or disclaim.



### Audit Findings (2 CFR 200.516)

- Significant deficiencies and material weaknesses in internal control over major programs
- Material noncompliance with the provisions of Federal statutes, regulations, or the terms and conditions of Federal awards related to a major program
- Questioned costs that are greater than \$25,000 for a type of compliance requirement for a major program

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## Audit Findings

Will be located in the Schedule of Findings and include (as applicable)

2 CFR 200.516

Federal program name and CFDA number	Name of the Federal agency or pass-through	The criteria or specific requirement upon which the finding is based	If the finding had been issued in the prior year	Recommendation to prevent occurrences from occurring again	Views of responsible officials of the auditees

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## Corrective Action Plan 2 CFR 200.511

The auditee must prepare (in a document separate from the auditors' findings) a corrective action plan to address each audit finding.

- Must provide the names of the contact responsible for the action, the corrective action planned, and the anticipated completion date.
- The Correction Action Plan must be prepared on the auditees' letterhead.

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## Schedule of Prior Year Audit Findings 2 CFR 200.511

Auditee is responsible for preparing the Schedule

- Must report the status of ALL findings included in the prior year's Schedule of Findings
  - Fully Corrected
  - Partially Corrected
  - Not Corrected
- Must include the year in which the finding originally occurred

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## Data Collection Form (DCF)

Both auditors and auditees are required to complete an online form that is submitted to the Federal Audit Clearinghouse

- Includes information related to the financial and single audit
- As part of the submission the complete audit report will be uploaded
- Auditees and auditors will be required to complete a certification regarding information in the submission that someone in the entity will be responsible for completing

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## Resources

- **Uniform Guidance**  
<https://www.ecfr.gov/current/title-2>
- **UG FAQs**  
<https://www.cfo.gov/policies/uniform-guidance>
- **OMB**  
<https://www.whitehouse.gov/omb/management/office-federal-financial-management>

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## Resources

- **Federal Audit Clearinghouse**  
<https://harvester.census.gov/facweb/Default.aspx>
- **AICPA Government Audit Quality Center**  
<https://www.aicpa.org/interestareas/governmentauditquality.html>
- **AOS Website**  
<http://www.ohioauditor.gov/references/practiceaids.html>

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