



COLORADO
Department of Education

Single Audit

October 2021

Single Audit Agenda

- Requirements
- Auditee Responsibilities
- Federal Clearinghouse Updates
- Schedule of Expenditures of Federal Awards
- SEFA Example
- Single Audit Notes
- Major Program
- Summary Schedule of Prior Audit Findings & a Corrective Action Plan Example
- Sample Corrective Action Plan
- Other
- Compliance Supplement Delays

- Entity that expends \$750,000 or more in Federal Awards during the fiscal year
- Separate Independent Auditors Report
- Schedule of Expenditures of Federal Awards
- Schedule of Findings and Questioned Costs
- Federal Audit Clearinghouse

[OMB Guidance](#)



The auditee must:

- Procure / arrange for the audit to be performed
 - ensure that this is within the scope of the audit
- Prepare appropriate financial statements, including the schedule of expenditures of federal awards (SEFA).
- Promptly follow up and take corrective action on audit findings, including preparation of a Summary Schedule of Prior Audit Findings & a Corrective Action Plan
- Provide the auditor with access to personnel/payroll registers, accounts, books, records, documentation and invoices, etc. as needed
- Remember, all grants reflect with an A/R or a Deferred Revenue which is why a Designated Grant Fund never has a fund balance. Revenues always equal expenditures.



Effective FY 2020-21 Audit

On page 2 of the Form SF-SAC,[3] under “Part II: FEDERAL AWARDS” in the chart labeled “Schedule of Expenditures of Federal Awards” under column c with the heading “Additional Award Identification” include the phrase “COVID-19” if the program is considered COVID-19 assistance). Then place a comma (,) after COVID-19 and include the full ALN number and alpha character (A, B, C, etc.).

Federal Audit Clearinghouse

<https://facweb.census.gov/uploadpdf.aspx>

Office of Federal Financial Management

<https://www.whitehouse.gov/omb/office-federal-financial-management/>



Federal Clearinghouse Updates



PART II: FEDERAL AWARDS

1. Federal Awards Expended During Fiscal Period

Schedule of Expenditures of Federal Awards

Row Number (auto-generated)	CFDA #		Additional Award Identification ³	Federal Program Name	Amount Expended	Cluster Name	Federal Program Total ⁴	Cluster Total ⁵	Loan Programs	
	Federal Awarding Agency Prefix ¹	CFDA Three-Digit Extension ²							Loan/Loan Guarantee (Loan)	If Loan, the End of the Audit Period Outstanding Loan Balance ⁶
					(S)		(S)	(S)	Y/N	(S)

Row Number (auto-generated)	a	b	c	d
Row Number (auto-generated)	Federal Awarding Agency Prefix	CFDA Three-Digit Extension	Additional Award Identification	Federal Program Identification
1	84	425	COVID-19, 84.425E	Education Stabilization Fund



Schedule of Expenditures of Federal Awards Requirements (SEFA)

The SEFA must include:

- List individual Federal programs by Federal agency.
- For a cluster of programs, provide the cluster name, and total expenditures for the cluster
- Total Federal awards expended can be shown by either individual Federal award, or by Federal agency and major subdivision within the Federal agency
- For Federal awards received as a subrecipient, the name of the pass-through entity and identifying number assigned by the pass-through agency (Assistance Listing Number, formally, Catalog of Federal Domestic Awards and Grant Code)
- For COVID-19 related awards, line must be identified as a 'COVID-19' grant (see sample below)
- If applicable, include the total amount provided to subrecipients from each Federal program

SEFA Example

Federal Grantor/Pass-Through Grantor/Program Title	Assistance Listing Number	Additional Award Identification	Pass-Through Entity Identifying Number	Federal Expenditures	Passed Through to Subrecipient
U.S. Department of Education					
Passed through State Department of Education					
ESSER III – LEA Learning Loss	84.425U	COVID-19	4414	\$197,543	\$0
ESSER II	84.425D	COVID-19	4420	1,837,144	-
ESSER I	84.425D	COVID-19	4425	389,029	-
Education Stabilization Fund Subtotal				<u>\$2,423,716</u>	<u>\$0</u>
Special Education	84.027		4027	535,085	-
Special Education Preschool	84.173		4173	23,833	-
Special Education Subtotal				<u>558,919</u>	<u>-</u>
Twenty-First Century Community Learning Centers	84.287		5287	-	-
Twenty-First Century Community Learning Centers (Clayton)	84.287C		6287	98,336	-
Twenty-First Century Community Learning Centers Subtotal				<u>98,336</u>	<u>-</u>
Title I	84.010		4010/5010	525,223	-
English Language Acquisition	84.365		4365	15,009	-
Improving Teacher Quality	84.367		4367	88,544	-

SEFA Example



Federal Grantor/Pass-Through Grantor/Program Title	Assistance Listing Number	Additional Award Identification	Pass-Through Entity Identifying Number	Federal Expenditures	Passed Through to Subrecipient
U.S. Department of Housing and Urban Development					
Passed through Arapahoe County					
Community Development Block Grant	14.218		7218	33,900	-
TOTAL U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT				33,900	-
U.S. Department of Treasury					
Passed through State Department of Education					
Coronavirus Relief Fund (CRF)	21.019	COVID-19	4012	1,343,641	-
Coronavirus Relief Fund (CRF): K-12 At-Risk Pupils.	21.019	COVID-19	5012	117,051	-
Coronavirus Relief Fund (CRF): School Preparation/Mitigation	21.019	COVID-19	6012	408,580	-
Passed through Arapahoe County					
Coronavirus Relief Fund (CRF)	21.019	COVID-19	4012	131,700	-
TOTAL U.S. DEPARTMENT OF TREASURY				2,000,972	-



Single Audit Notes (Financial Statement Footnotes)

- General (work with your auditor)
- Basis of Accounting (work with your auditor)
- Noncash Programs
 - Commodities donated to the District by the U. S. Department of Agriculture (USDA) of \$1,558,016 are valued based on the USDA's Donated Commodity Price List. These are shown as part of the National School Lunch program (10.555).
- Indirect Costs
 - The District has elected to not use the 10 percent de Minimis indirect cost rate as allowed under Uniform Guidance.
- Sub-recipients
 - During the year ended June 30, 2020 the District did not pass through any federal funds to subrecipients.

- The auditor must use a risk-based approach to determine which Federal programs are major programs
 - Type A programs are Federal Programs that exceed \$750,000
 - Type B Programs are all other Federal Programs
- Then the auditor must determine which Type A programs are low-risk. Considerations include:
 - Complexity of the procurement of goods & services
 - Phase of the federal program in its grant life cycle (new grants are higher risk)
 - The size of the Federal award
 - Internal Control deficiencies
 - Modified vs Unmodified Grants Audit Opinion
 - Questioned costs that exceed 5% of the Federal award
- Auditor must use professional judgment for Type B programs

Summary Schedule of Prior Audit Findings & a Corrective Action Plan

Status of Prior Year Audit Findings Year Ended June 30, 2020

Reference Number	Summary of Finding	Status
2019-001	<i>Title I Grants to Local Educational Agencies - Allowable Costs / Cost Principles - We recommend the District start a process to implement procedures to strengthen controls and improve procedures for timely follow-up. We recommend the District continue this process to strengthen controls and to ensure all required certifications are obtained.</i>	Implemented.



CORRECTIVE ACTION PLAN Year Ended June 30, 2020

2020-001 Finding: Accounting for Capital Assets.

STATUS: Corrective action in progress

CLIENT PLANNED ACTION: The District concurs with the recommendations and currently has a project in-process to draft and implement updated policies and procedures for capital assets. The project scope includes establishing a reconciliation process to ensure capital assets are identified for capitalization and capital assets that have been disposed of are correctly removed. All assets are tagged and inventoried including assets that may not meet capitalization thresholds.

CLIENT RESPONSIBLE PARTY: [REDACTED], Senior Accountant.

COMPLETION DATE: The phases of the project related to capital assets and external financial reporting will be fully implemented by June 30, 2021.

- Audit Report Submission
 - CDE email: schoolfinance@cde.state.co.us
 - Federal Audit Clearinghouse
<https://facweb.census.gov/uploadpdf.aspx>
- Assistance Listing Number, formally, Catalog of Federal Domestic Awards
<https://sam.gov/content/assistance-listings>
- 2021 Compliance Supplement
https://www.whitehouse.gov/wp-content/uploads/2021/08/OMB-2021-Compliance-Supplement_Final_V2.pdf

Compliance Supplement Delays

- Updates to the Compliance Supplement are expected
- This may result in potential delays to the completion of districts' Single Audit
- Districts may want to consider requesting extensions from the Office of the State Auditor
 - The extension form is posted:
<https://apps.leg.co.gov/osa/lq>

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