

OMB Circular A-133 Audit Certification Form

Audits of States, Tribal and Local Governments, and Non-Profit Organizations

For Most Recent Fiscal Year Ending ___(month) 20___

Grantee:	
EIN:	DUNS:
Name of Authorized Chief Financial Officer:	
Address:	
Email:	Phone:

Purpose: The National Park Service (NPS) is required under the Office of Management and Budget (OMB) to monitor the Single Audit requirements of its grant recipients. This requirement ensures that federal funds are used for their authorized purposes. It also confirms that non-federal entities **expending** \$500,000 or more in FY 2014 (or \$750,000 or more in FY 2015) **in federal funds from all federal sources** during *their* most recently completed fiscal year, have submitted a Single Audit. OMB Circular A-133 can be found at <http://www.whitehouse.gov/omb/circulars>, and should be consulted when completing this form.

Directions: Your agency's Chief Financial Officer (CFO) must certify whether or not your agency/organization is subject to the Single Audit requirement by checking the appropriate box in Sections A and B and signing and dating the form. Failure to return a completed form will result in delay in processing your next grant award, withholding of federal awards or disallowance of costs, and suspension or termination of federal awards.

SECTION A Check Appropriate Box:	
<input type="checkbox"/>	We did not exceed the \$500,000/\$750,000 federal expenditure threshold for the FY referenced above. A Single Audit or a Program Specific Audit is not required for this fiscal year. If checked, skip Section B.
<input type="checkbox"/>	We have exceeded the \$500,000/\$750,000 federal expenditure threshold for the fiscal year referenced above. If checked, complete Section B.

SECTION B Entities that ARE subject to the requirements of OMB Circular A-133	
Complete the information below and check the appropriate box:	
<input type="checkbox"/>	We completed our last A-133 Audit on _____ for Fiscal Year ending _____. There were <u>no findings</u> related to federal awards. No follow-up action is required. Was a complete copy submitted to the Federal Audit Clearinghouse? <input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/>	We completed our last A-133 Audit on _____ for Fiscal Year ending _____. There <u>were findings</u> related to federal awards. (If findings provide/email a copy of the audit with this form.) Were any findings related to CFDA 15.904? <input type="checkbox"/> Yes <input type="checkbox"/> No Was a complete copy submitted to the Federal Audit Clearinghouse? <input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/>	Our completed A-133 Audit will be available on _____ for Fiscal Year ending _____. We will forward a copy of the audit report to the Federal Audit Clearinghouse at that time. If there are findings related to federal awards, we will also provide NPS a copy at that time.

I hereby certify that I am an individual authorized to complete this form. Further, I certify that the above information is true and correct and all relevant material findings contained in audit report/statement have been disclosed.

Signature of Authorized CFO: _____ Date:

Print Name & Title:

Form Revised 08/2015

Frequently Asked Questions

Single Audit Certification Forms

Question:	Why am I being asked to certify Fiscal Year 2014 when it is 2015?
Answer:	Grantees that <i>EXPEND</i> \$500,000/\$750,000 or more of federal funds in <i>THEIR</i> 2014/2015 most recently completed fiscal year must conduct a single audit. This form is a way for NPS to monitor its grantees audit status, as required by the Office of Management and Budget (OMB).
Question:	Who needs to fill out this form?
Answer:	Your agency's Chief Financial Officer (or designee).
Question:	Who must sign the Audit Certification Form?
Answer:	The Chief Financial Officer of the agency, or his or his designee.
Question:	Does NPS need a copy of the audit?
Answer:	<i>ONLY</i> submit a copy of the audit to NPS if there are "findings" listed in it specific to CFDA 15.904 (Historic Preservation Grants-in-Aid). However, a complete copy of the audit MUST be submitted electronically to the Federal Audit Clearinghouse.
Question:	What is an audit finding?
Answer:	Audit findings are significant issues identified in the audit report, which are commonly items related to non-compliance with terms and conditions in an award. Findings typically include lack of timely reporting, internal controls not being in place to fulfill grant requirements, etc.
Question:	What if there is a finding related to CFDA 15.904?
Answer:	The NPS will review the finding and request a Corrective Action Plan from the grantee, outlining how this issue will be resolved.
Question:	Does the audit requirement apply to our subgrantees who received federal pass-through funds?
Answer:	Yes. Subgrantees are subject to A-133, Single Audit requirements as well. Grant funds can be used to pay for the audit process.
Question:	Who do I contact if I have questions about this form?
Answer:	Contact your NPS grant manager.