

<b>OREGON ACCOUNTING MANUAL</b>	
Subject: Accounting and Financial Reporting	Number: 30.10.00.PO
Division: State Controller's Division	Effective date: April 2, 2007
Chapter: <b>Federal Compliance</b>	
Part: <b>Statewide Single Audit</b>	
Section:	
Approved: John Radford, State Controller	Original signature on file in SCD

**Authority**      **ORS 291.003**  
**ORS 291.015**  
**ORS 291.026**  
**ORS 291.040**  
**ORS 293.590**  
Single Audit Act of 1984 as amended in 1996  
Office of Management and Budget (OMB) Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*

**Roles and Responsibilities**

- .101 The State and each of its agencies, boards, and commissions will comply with the provisions of the Single Audit Act, as amended, to ensure that the State continues to be eligible to receive federal funding. The State will comply with the reporting and auditing requirements of OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*.
- .102 Statewide Accounting and Reporting Services (SARS) will issue a statewide Comprehensive Annual Financial Report (CAFR) on an annual basis, for the fiscal year ended June 30. The CAFR will include an opinion as to whether the State's financial position and results of financial operations is fairly presented in accordance with generally accepted accounting principles (GAAP).
- .103 The information for the Schedule of Expenditures of Federal Awards (SEFA) will be prepared by state agencies under the guidance of SARS.
- .104 As the constitutional auditor of public accounts, the Secretary of State Audits Division will provide the Statewide Single Audit Report as required by OMB Circular A-133.
- .105 With the assistance of the Audits Division and affected agencies, SARS will coordinate the preparation of the Corrective Action Plan and the Summary Schedule of Prior Audit Findings as required by OMB Circular A-133.
- .106 In conjunction with the Audits Division, SARS will prepare and submit a Data Collection Form with the Federal Reporting Package.
- .107 Agencies are responsible for maintaining their accounting records in a manner that enables SARS to prepare financial statements in accordance with GAAP. Agencies are also responsible for providing sufficient information when requested by SARS or the Audits Division to enable the State to comply with requirements of OMB Circular A-133.