Date: / /

Ralph Barra
Accounting Specialist
Office of Policy and Management
450 Capitol Avenue - MS #55 ADM
Hartford, CT 06106-1379

RE: State Single Audit Exemption/Grant Expenditure Notification

Dear Mr. Barra:

This is in response to MaryAnn Palmarozza's letter dated / / which pertains to the State Single Audit Act filing requirements. During our fiscal year, which ended , less than $300,000 of State Financial Assistance was expended. Total expenditures of State Financial Assistance for all programs was $ (see below for OPM related expenditures). Based on the guidelines of the State Single Audit Act, we are exempt from filing a State Single Audit for this period.

Regarding the completion of a financial audit, please be advised of the following:

- ☐ A financial audit was not performed for this period.
- ☐ A financial audit was performed for this period and is enclosed.

Please contact by phone at ( ) - or by e-mail at

if you have any questions.

Sincerely,

_____
Name of Signatory

_____
Name of Organization

_____
Federal Employer ID # (FEIN)

Schedule of Office of Policy and Management State Financial Assistance

Expenditures From / / to / /

Project Title	Grant Award Number	SID #	Total Expenditures

This form and the financial audit report (if applicable) can be submitted in hardcopy *or* by e-mail.

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