

TULARE COUNTY WORKFORCE INVESTMENT BOARD, INC. WORKFORCE INVESTMENT ACT TITLE I ACTIVITIES	DATE: April 30, 2008
	SUBJECT: Audit Requirements

WIB DIRECTIVE

TCWIB 06-03

TO: Service Providers

SUBJECT: AUDIT REQUIREMENTS

EXECUTIVE SUMMARY

Purpose:

This Directive is to establish audit requirements and update expenditure requirements for entities receiving Workforce Investment Act (WIA) funds in accordance with OMB Circular A-133.

Scope:

The information in this directive applies to all Subrecipients of the local workforce investment area of Tulare County and subgrantees expending \$500,000 or more in federal funds in a year ending after December 31, 2003.

Effective Date:

This directive is effective on date of issue.

REFERENCES:

- WIA Sections 184
- Title 20 Code of Federal Regulations (CFR), Federal Register, Section 667.200(b)
- Title 29 CFR Part 97
- Title 29 CFR Part 95
- Title 31, United States Code (USC) Chapter 75
- Office of Management and Budget Circulars (OMB) A133
- WIB Contracts with subrecipients (Service Providers)
- Federal Register Volume 68 Number 124, June 27, 2003

TULARE COUNTY WORKFORCE INVESTMENT BOARD, INC. (WIB) – IMPOSED REQUIREMENTS:

This directive contains some WIB-imposed requirements. These requirements are indicated by *bold, italic type*.

FILING INSTRUCTIONS:

Retain this directive until further notice. This Directive supercedes WIBD00-7 dated January 20, 2001.

BACKGROUND:

Audit requirements specified in OMB Circular A-133 require nonfederal entities that expend a total amount of federal awards equal to or in excess of \$500,000 in any fiscal year to have either a single audit or a program-specific audit. Nonfederal entities that expend federal awards under more than one federal program must have a single audit.

Under the Uniform Administrative Requirements for Grants and Agreements (Title 29 CFR Parts 95.26 and 97.26), each entity receiving funds under WIA must comply with Chapter 75 of Title 31 USC.

In addition, Title 31 USC Section 7025 further requires each pass-through entity to:

- Monitor the subrecipient's federal awards through site visits, limited scope audits, or other means;
- Review audits of subrecipient's to determine if prompt and appropriate corrective action has been taken with respect to audit findings; and
- Require each of its subrecipients of federal awards to permit, as a condition of receiving federal awards, the independent auditor of the pass-through entity to have such access to the subrecipient's records and financial statements as may be necessary.

POLICY AND PROCEDURES:

Tulare County Workforce Investment Board, Inc., Grants, Subrecipient or Cooperative Agreements

Each grant, subrecipient or cooperative agreement of the *Tulare County Workforce Investment Board, Inc.*, or its subrecipient shall contain the following requirement:

As a condition of receiving WIA funds, the independent auditor or monitor of *the Tulare County Workforce Investment Board, Inc.*, the Employment Development Department (EDD) auditors, investigators, monitors, or their representatives shall have access to the records and financial statements as may be necessary to ensure compliance to the WIA law, regulations and directives.

Audit Requirements

The Tulare County Workforce Investment Board, Inc., will have conducted, and ensure that their subrecipients expending \$500,000 or more in federal funds in fiscal years ending after December 31, 2003, have conducted an audit in accordance with Section 184 of the WIA, Title 20 CFR, Federal Register Section 667.200, Title 29 CFR Federal Register Part 95 or 97, and Title 31 USC Chapter 75 (attached in its entirety). A web site for Title 31 USC Chapter 75 is:

<http://www4.law.cornell.edu/uscode/31/ch75.html>

Governmental entities will continue to submit copies of their Single Audit Reports to the State Controller.

Copies of Non-Profit Organizations Single Audit Reports are to be submitted to the EDD as follows:

Audit & Evaluation Division, MIC 78
Employment Development Department
P. O. Box 826880
Sacramento, CA 94280-001

Copies of subrecipients of the Tulare County Workforce Investment Board, Inc., will be submitted to the Tulare County Workforce Investment Department as follows:

*Administrator
Tulare County Workforce Investment Board, Inc.
4025 W. Noble Ave.
Visalia, CA 93277*

ACTION:

The actions specified by this directive shall be followed by the organizations and individuals specified herein, and is effective immediately.

INQUIRIES:

Please direct inquiries about this directive to the Workforce Investment Department, at (559) 713-5200, or 1-800-367-8742.



Adam Peck
Executive Director