Level 2 – To Be – Grants – A-133 Reporting

The A-133 process starts once the GL close-out process is complete. The process will begin with the completion of the preliminary A-133 Report.

During Sponsored Award Setup, the CFDA number will be entered on the Award Profile Page of PS for ALL Federal Awards. For Non-Sponsored and Federal Appropriations programs the CFDA number is entered on the FED-AGENCY chartfield. A related table to the CFDA will have the agency/subagency information.

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Class (function) is an attribute on program/project and is assigned at the time of setup. The Class will not default into the Class (function) at the transaction level.

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Request for missing information
- SFR Analyst will send requests to the Academic Units and/or SPA GA’s. The missing information might include overdraft information and any account discrepancies which includes missing CFDA numbers.

Reviewing Preliminary A-133 Report
- The external auditors will review the preliminary report before asking for a sampling of transaction data, which ultimately serves as the beginning of the audit.

Detail requests start by selecting programs from the A-133 Schedule. For each program selected additional detail is provided. This process continues to the transaction level.

During Sponsored Award Setup, the CFDA number will be entered on the Award Profile Page of PS for ALL Federal Awards. For Non-Sponsored and Federal Appropriations programs the CFDA number is entered on the FED-AGENCY chartfield. A related table to the CFDA will have the agency/subagency information.

- Analyze reports and make request for any missing information. Review and request information about overdrafts.
- During Sponsored Award Setup, the CFDA number will be entered on the Award Profile Page of PS for ALL Federal Awards. For Non-Sponsored and Federal Appropriations programs the CFDA number is entered on the FED-AGENCY chartfield. A related table to the CFDA will have the agency/subagency information.
The Request for Annual Financial Data is sent to Accounting Services. Annual financial data is the supporting documentation (adjustments) to the annual financial report.

Student Financial Aid will compile and submit their numbers to SFR to be included on the A-133.

The additional information request is managed by the SFR Data Analyst and gathered from SPA Ga, Academic Units or prepared by SFR.

The Request for responses on Audit Findings is sent to Controllers Office, Accounting Services, Academic Units, Student Financial Aid and SPA.

All information Received?

Prepare SFR Information

No

Continue Audit

Stop

The SFR Analyst will generate following reports:
- Certification Letter
- Management Letter

The Data Collection Form and the Certification Letter are sent to the Federal Clearing House.

Final A-133 Document is sent to: Controllers Office, Accounting Services, Academic Unit, Student Financial Aid and SPA.