



U.S. Department
of Transportation
**Federal Transit
Administration**

REGION VIII
Colorado, Montana,
North Dakota,
South Dakota,
Utah and Wyoming

12300 West Dakota Avenue
Suite 310
Lakewood, Colorado 80228
720-963-3300 (voice)
720-963-3333 (fax)

REGION 8 BULLETIN NO: 2014-16

Subject: Single Audit Act (A-133) Reporting Requirements

Date: July 24, 2014

Dear Grantees:

This is a reminder of the Federal Transit Administration's (FTA) reporting requirements related to the Single Audit Act (A-133) Reporting. Grantees expending \$500,000* or more in any fiscal year in Federal Funds from all sources shall have a complete independent single audit conducted, except when they elect to have a program-specific audit instead. This audit is required to be submitted to the FTA Regional Office within the earlier of **30 days** after receipt of the Single Audit Report (SAR) or within **nine (9) months** of the end of your (the agency's) fiscal year.

An exception to this requirement detailed in OMB Circular A-133, Subpart B, Section 220, is when a state constitution or statute provides for a Biennial single audit.

**The dollar amount is not project specific. The dollar amount includes funds from all Federal Agencies as well as Federal Funds passed through to your agency by the State.*

Required Information: (Electronic submission preferred)

Depending on the results of your annual independent single audit, the following information must be submitted to FTA.

1. If your audit contains FTA program findings or other U.S. DOT program findings:
 - Copy of the entire audit report.
 - Single Audit Collection (SAC) Form.
2. If your audit contains no FTA program findings or other U.S. DOT program findings:
 - Single Audit collection (SAC) Form.
3. If your agency did not meet the \$500,000 threshold in **total** Federal Funds:
 - Email stating this must be sent to the FTA Regional Office.

Please send the required emails, reports and/or forms to:

Ms. Terry Gonzales
Administrative Staff Assistant
FEDERAL TRANSIT ADMINISTRATION

12300 West Dakota Avenue, Suite 310
Lakewood, CO 80228-2583
Email: terry.gonzales@dot.gov
Phone: 720-963-3301
Fax: 720-963-3333

Further, FTA requests that the single audit point of contact (POC) for your agency (name, title, fax and phone numbers, and email address) be included with all correspondence, emails, etc.

If you need additional assistance, please feel free to contact Ms. Donna Douville, Team Leader, Program Management and Oversight, at 720-963-3332, donna.douville@dot.gov or Ms. Terry Gonzales, Administrative Staff Assistant at 720-963-3301, terry.gonzales@dot.gov directly.

Sincerely,

**LINDA M
GEHRKE**
Digitally signed by LINDA M
GEHRKE
DN: c=US, o=U.S. Government,
ou=DOT FHWA Lakewood CO,
cn=LINDA M GEHRKE
Date: 2014.07.24 12:03:16
-0600

Linda M. Gehrke
Regional Administrator