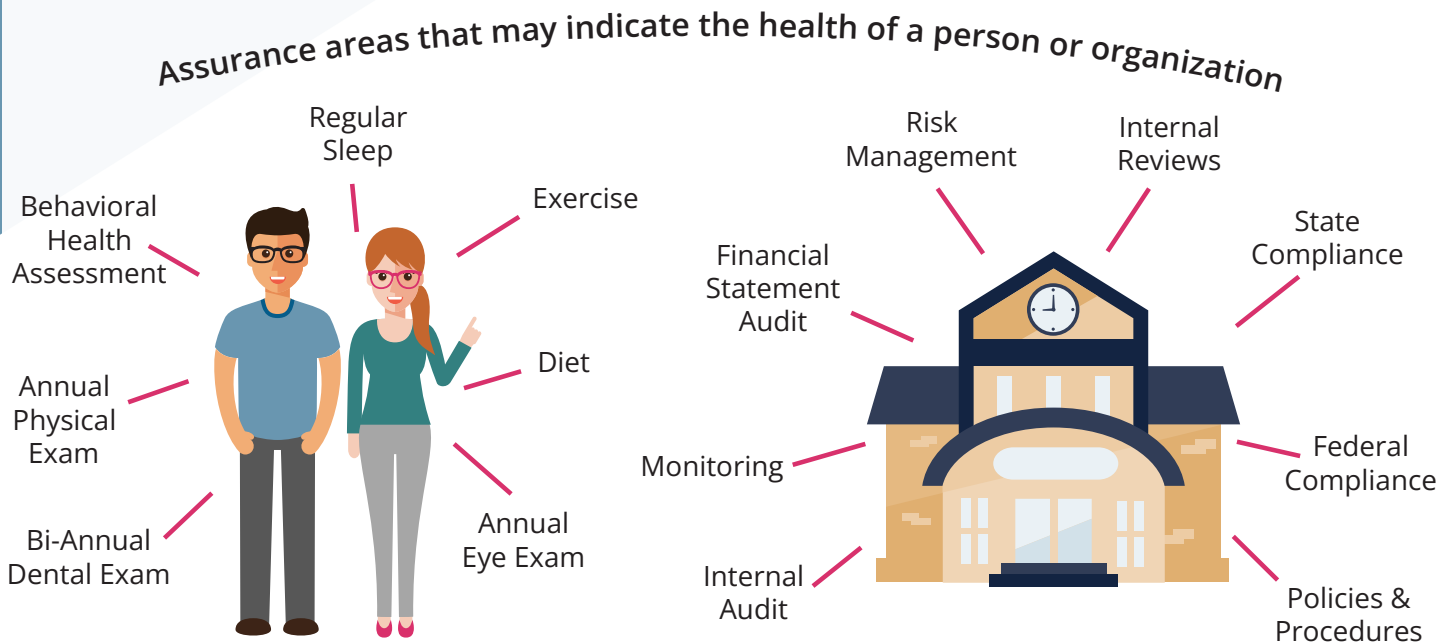


What are Assurance Services?

Assurance Services evaluate various areas, such as internal control systems, finances, operations, and performance, to provide reasonable assurance that objectives will be achieved. Assurance services aren't limited to organizations; individuals seek assurances regarding achievement of their objectives as well.

The figure below compares various assurance areas an individual might consider regarding their health as compared with assurance areas an organization may consider.



Why does Assurance matter?

Effective governance of an organization includes accountability to stakeholders for achievement of objectives.

The objectives of the state public education system are found both in Utah Code (53E-2-301) and in the Strategic Plan of the Utah State Board of Education found at: <https://schools.utah.gov/board/utah/strategicplan>.

This document outlines several assurance services required by law or used by the USBE and local education agencies ("LEAs"; school districts and charter schools) that provide accountability to the citizens of Utah. **Please see Appendix A for Acronyms, Definitions, and Resources.**



Each assurance service provides a different type of assurance; therefore, it is critical to understand the assurance you receive from each service. One type of assurance service does not negate the need for other types of services.

Consider the following excerpt from the AICPA article “Do I Want or Need a Financial Statement Audit?”

The auditor’s report is not a “clean bill of health.” Although an unmodified (or clean) opinion from the auditor states that the financial statements—including the entity’s assets, liabilities, net assets, revenues, expenses, cash flows, and note disclosures—are fairly presented, it is not an opinion about the entity’s policy decisions, effective use of assets, or programmatic outcomes and outputs.

Moreover, some entities strive to obtain an Excellence in Financial Reporting recognition for their financial statements. This is a significant achievement; however, this recognition is not an assurance service. For example, the purpose of the GFOA the Certificate of Achievement for Excellence in Financial Reporting is to

...encourage and assist state and local governments to go beyond the minimum requirements of [GAAP] to prepare [ACFRs] that evidence the spirit of transparency and full disclosure...the goal of the program is not to assess the financial health of participating governments, but rather [is] to ensure that users...have information they need to do so themselves.

A summary of the Assurance Services outlined in this document is provided in Table 1 at the end of this document.

Assurance Services Summary

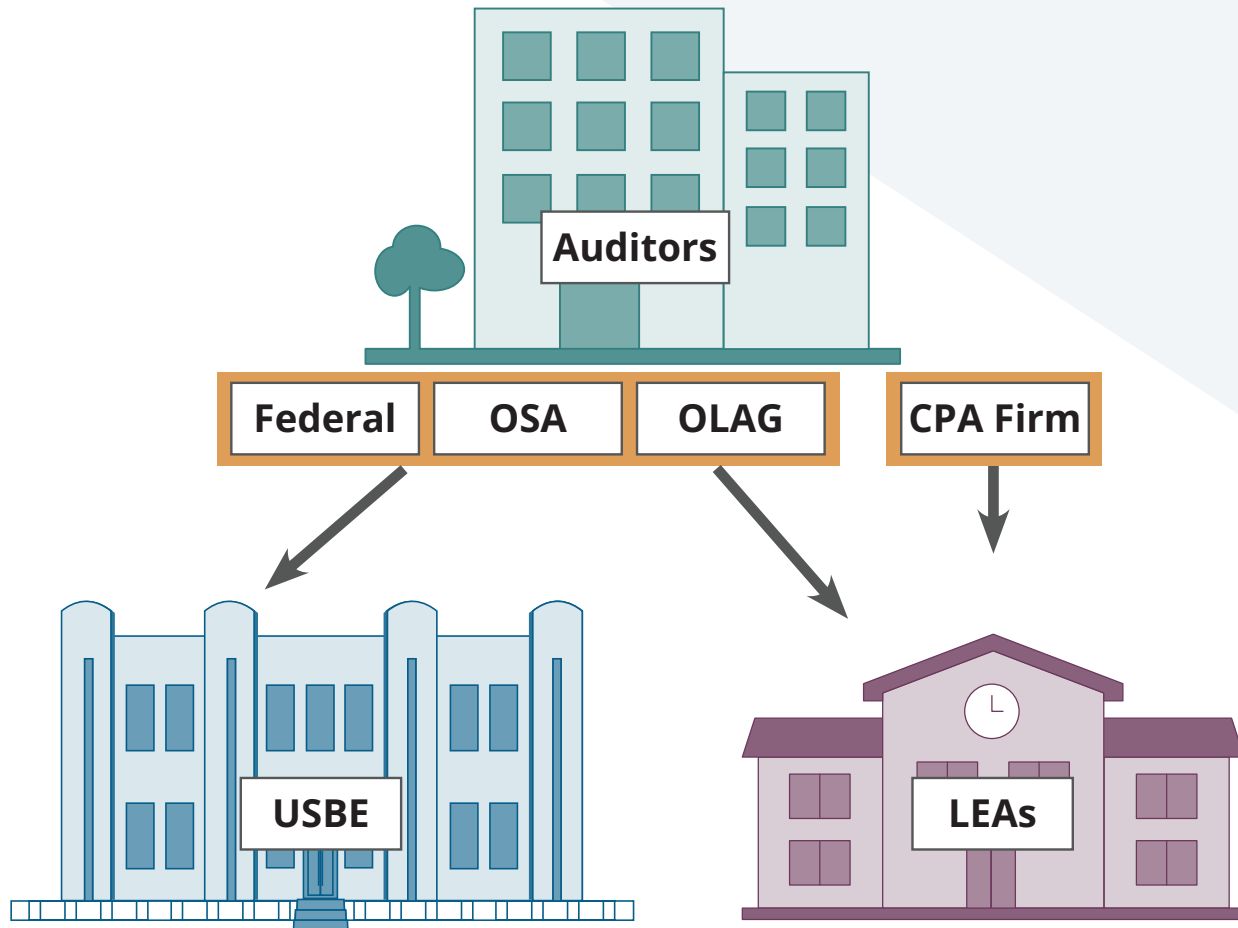
EXTERNAL AUDITS				USBE INTERNAL AUDIT	MONITORING	
Financial Statement Audit	Single Audit	State Compliance Audit	Performance Audits		Federal	State
Regulations						
51-2a-201 Accounting Reports Required	2 CFR 200.501 Audit Requirements	51-2a-301 State Auditor Responsibilities	Various at the state and federal levels	63I-5-201 Internal Auditing Programs - State agencies	2 CFR 200.331-333 Requirements for pass-through entities	R277-114-3 Program Monitoring
51-2a-202 Report Requirements						
53G-4-404 Annual Financial Report - Audit Report						
53G-5-404 Requirements for Charter Schools						
2 CFR 200.510 Financial Statements						
Standards						
Generally Accepted Auditing Standards (GAAS)	Generally Accepted Government Auditing Standards (GAGAS)	Generally Accepted Auditing Standards (GAAS)	Specific to the entity performing the audit	International Standards for the Professional Practice of Internal Auditing	Staff in various agencies or LEAs monitor and prepare monitoring reports	Staff in various agencies or LEAs monitor and prepare monitoring reports
Generally Accepted Government Auditing Standards (GAGAS)		Generally Accepted Government Auditing Standards (GAGAS)				
Assurance(s) Provided						
Financial position is presented fairly in all material respects	Complied, in all material respects, with the types of compliance requirements that could have a direct and material effect on each major federal program.	Complied, in all material respects, with the state compliance requirements identified.	Specific to the auditing entity and its regulations and standards. In general, to objectively evaluate the compliance, operations, finances, governance, risk, internal controls, complaints, or fraud.	Objectively evaluate the effectiveness of governance, risk management, internal controls, and the efficiency of operations. Assurances may also be specific to specific audit scope and objectives.	Subaward (grant) is used for authorized purposes, in compliance with Federal statutes, regulations, and the terms and conditions of the subaward; and that subaward performance goals are achieved	Compliance with: (a) program outcomes, (b) reporting requirements, (c) financial compliance
Limited review of internal controls over financial reporting						

Source: USBE Internal Audit Department 4/13/2023

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Section 1: External Audits



Definition: R277-100-2(12)

- (a) "External Audit" means an appraisal activity established under the direction of an individual or entity outside of the subject agency to examine and evaluate the adequacy and effectiveness of: (i) agency control systems; (ii) compliance; (iii) performance; and (iv) financial position.
- (b) An external audit is conducted in accordance with current professional and industry technical standards, as applicable, for external audits.

Types of external audits:

- Annual Comprehensive Financial Report (ACFR)
- Single Audit
- State Compliance Audit Guide (SCAG)
- Misc. (performance, compliance, and other audits)

Financial Statements (ACFR)

STATUTES & REGULATIONS	Reference	Title	Detail
	Utah Code 51a-2a-201	Accounting Reports Required	<p>(1) The governing board of an entity whose revenues or expenditures of all funds is \$1,000,000 or more shall cause an audit to be made of its accounts by an competent certified public accountant.</p> <p>(2) The governing board of an entity whose revenues or expenditures of all funds is less than \$1,000,000 shall cause a financial report to be made in the manner prescribed by the state auditor.</p>
	Utah Code 51-2a-202	Report Requirements	<p>(1) The governing board of each entity required to have an audit, review, compilation, or fiscal report shall ensure that the audit, review, compilation, or fiscal report is:</p> <p>(a) made at least annually; and</p> <p>(b) filed with the state auditor within six months of the close of the fiscal year with the entity.</p> <p>(2) If the political subdivision, interlocal organization, or other local entity receives federal funding, the audit, review, or compilation shall be performed in accordance with both federal and state auditing requirements.</p>
	Utah Code 53G-4-404	Annual financial report - audit report	<p>(1) (a) The annual financial report of each school district, containing items required by law or by the state board and attested to by independent auditors, shall be prepared as required by Section 51-2a-201.</p> <p>(4) The completed audit report shall be delivered to the school district local school board and the state superintendent not later than November 30 of each year.</p>
	Utah Code 53G-5-404	Requirements for Charter Schools	<p>(4) (a) A charter school shall:</p> <p>(i) make the same annual reports required of other public schools under this public education code, including an annual financial audit report described in Section 53G-4-404;</p>
	2 CFR 200.510	Financial Statements	<p>(a) <i>Financial statements</i>. The auditee must prepare financial statements that reflect its financial position...The financial statements must be for the same organizational unit and fiscal year that is chosen to meet the requirements of this part.</p>

Who prepares the ACFR?

State (which includes the USBE): Division of Finance
LEAs: Management of the LEA

Who uses the ACFR?

Bondholders, investors, banks, grantors, federal and state policymakers and regulators, and the public, etc.

Who performs the audit and what audit standards are followed?

State: Office of the State Auditor (which employs CPAs) under GAAS and GAGAS

LEAs: An independent CPA or CPA firm under GAAS and GAGAS

When is the ACFR, inclusive of the audit report, due?

State: December 31 (within 6 months of the close of the fiscal year)

LEAs: To the local school board and state superintendent: November 30;

To the OSA*: December 31 (within 6 months of the close of the fiscal year)

*For LEAs, the Financial Statement Report is included in the financial reporting package that is required to be submitted to the OSA.

What assurance (i.e., opinion) is provided (general report language)?

Independent Auditor's Report – Financial Statement (emphasis added)

In our opinion, the accompanying financial statements referred to above ***present fairly, in all material respects, the respective financial position*** of the [entity, activities, funds] of the [entity] as of June 30, 20xx, and the respective changes in financial position and the respective budgetary comparison for the general fund for the year then ended ***in accordance with accounting principles generally accepted in the United States of America....***

In accordance with Government Auditing Standards, we have also issued our report dated [xxx], on our consideration of the [entity's] internal control over financial reporting... The ***purpose of that report is solely to describe the scope of our testing of internal control over financial reporting... and the results of that testing, and not to provide an opinion on the effectiveness of internal control over financial reporting...***

Where is the ACFR, inclusive of the audit report, available?

All reports (OSA Website): <https://reporting.auditor.utah.gov/searchreports/s/>

State reports: <http://apps.finance.utah.gov/nxt/gateway.dll?f=templates&fn=default.htm&vid=nxtpub:cafr>

LEA reports: Reports may also be available on LEA Websites

Single Audit

A non-Federal entity (e.g., USBE, LEAs) that expends \$750,000 or more during the non-Federal entity's fiscal year in Federal awards must have a single audit (federal compliance audit) conducted in accordance with 2 CFR 200.514. The Single Audit considers compliance and performance with various federal laws and regulations.

REGULATIONS	Reference	Title	Detail
	2 CFR 200.501	Audit Requirements	<p>(a) Audit required. A non-federal entity that expends \$750,000 or more during the non-Federal entity's fiscal year in Federal awards must have a single or program-specific audit conducted for that year in accordance with the provisions of this part.</p> <p>An auditee may simultaneously be a recipient, a subrecipient, and a contractor. Federal awards expended as a recipient or a subrecipient are subject to audit under this part.</p>
	2 CFR 200.504	Frequency of Audits	...audits required by this part must be performed annually.
	2 CFR 200.512	Report Submission	<p>(a) General.</p> <p>(1) The audit must be completed and the data collection form described in paragraph (b) of this section and reporting package described in paragraph (c) of this section must be submitted within the earlier of 30 calendar days after receipt of the auditor's report(s), or nine months after the end of the audit period. If the due date falls on a Saturday, Sunday, or Federal holiday, the reporting package is due the next business day.</p>

Who prepares the report?

The Auditor prepares the report based on information - and analysis of that information - provided by the audit client (i.e., **State:** Division of Finance and **LEAs:** Management of the LEA)

Who uses the report?

Federal and state policymakers and regulators, the public, and other interested parties

Who performs the audit and what audit standards are followed?

State: Office of the State Auditor (which employs CPAs) under GAGAS
LEAs: An independent CPA or CPA firm under GAGAS

When is the audit report due?

State/LEAs: To the Federal Audit Clearinghouse: the earlier of 30 calendar days after receipt of the auditor's report(s), or nine months after the end of the audit period (i.e., March 31)

LEAs: To the OSA*: December 31 (within 6 months of the close of the fiscal year);

*For LEAs, the Single Audit Report is generally included in the financial reporting package that is required to be submitted to the OSA. Sometimes it is included as a separate document.

What assurance (i.e., opinion) is provided (general report language)?

Independent Auditor's Report - Compliance for Each Major Federal Program (emphasis added)

"In our opinion, the [entity] **complied, in all material respects**, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 20xx."

Independent Auditor's Report - Internal Control Over Compliance (emphasis added)

"Our consideration of internal control over compliance **was for the limited purpose** described in the Auditor's Responsibilities for the Audit of Compliance section above and **was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance**. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, **material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified**.

Our audit was **not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance**. Accordingly, no such opinion is expressed."

Where is the report, with related audit opinions, available?

All reports (OSA Website): <https://reporting.auditor.utah.gov/searchreports/s/>

State reports: <http://apps.finance.utah.gov/nxt/gateway.dll?f=templates&fn=default.htm&vid=nxtpub:cafr>

LEA reports: Reports may also be available on LEA Websites

State Compliance Audit

Similar to the Single (i.e., federal compliance audit), the State Compliance audit considers performance and compliance with various state laws and regulations.

	Reference	Title	Detail
STATUTES	Utah Code 51-2a-301	State Auditor Responsibilities	<p>(6) (a) The state auditor may require a higher level of accounting report than is required under Section 51-2a-201.</p> <p>(b) The state auditor shall:</p> <ul style="list-style-type: none"> (i) develop criteria under which a higher level of accounting report may be required; and (ii) provide copies of those criteria to entities required to analyze and report under Section 51-2a-201.

Who prepares the report?

The Auditor prepares a report with an audit opinion based on information—and analysis of that information—provided by the audit client (i.e., **State:** Not applicable and **LEAs:** Management of the LEA)

Who uses the audit report?

The OSA, the USBE, state policymakers and regulators, the public, and other interested parties.

Who performs the audit and what audit standards are followed?

LEAs: An independent CPA or CPA firm under GAGAS, guidelines included in the State Compliance Audit Guide published by the OSA (see: <https://resources.auditor.utah.gov/s/article/Forms-Manuals-Guides>), and guidance in the AICPA's Clarified Statements on Auditing Standards, AU-C section 935 Compliance Audits.

When is the audit report due?

LEAs: To the OSA*: December 31 (within 6 months of the close of the fiscal year)

*For LEAs, the State Compliance Audit Report is included in the financial reporting package that is required to be submitted to the OSA.

What assurance (i.e., opinion) is provided (general report language)?

Independent Auditor's Report - Compliance (emphasis added)

"In our opinion, [entity] complied, **in all material respects**, with the state compliance requirements referred to above for the year ended June 30, 20xx."

Independent Auditor's Report - Internal Control Over Compliance (emphasis added)

"Our consideration of internal control over compliance **was for the limited purpose** described in the Auditor's Responsibilities for the Audit of Compliance section above and **was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance**. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, **material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified**.

Our audit was **not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance**. Accordingly no such opinion is expressed."

Where is the report, with related audit opinions, available?

All reports (OSA Website): <https://reporting.auditor.utah.gov/searchreports/s/>

LEA reports: Reports may also be available on LEA Websites.

Performance, Compliance, and Other Audits

STATUTES & REGULATIONS	Reference	Title	Detail
	Utah Code 36-12-15	Office of the Legislative Auditor General established	(6) Under the direction of the legislative auditor general, the Office of the Legislative Auditor General shall: (a) conduct comprehensive and special purpose audits, examinations, investigations, or reviews of entity funds, functions, and accounts;
	Utah Code 67-3-1	Functions and Duties	(2) The state auditor shall examine and certify annually in respect to each fiscal year, [the state's] financial statements... (3) (a) The state auditor shall: (iii) as the auditor determines is necessary, conduct the audits to determine: (A) honesty and integrity in fiscal affairs; (B) accuracy and reliability of financial statements; (C) effectiveness and adequacy of financial controls; and (D) compliance with the date.
	2 CFR 200.503	Relation to other audit requirements	(b) Notwithstanding subsection (a), a Federal agency, Inspectors General, or GAO may conduct or arrange for additional audits which are necessary to carry out its responsibilities under Federal statute or regulation.

Who performs the audit and prepares the audit report?

These types of audits are not generally specific to an opinion on a report. Rather, after assessing risk, auditors analyze various areas, programs, funds, operations, etc., requesting information from the audit client (e.g., USBE, LEAs) as necessary to achieve the objective(s) of the audit.

These audits are generally done by the OSA, OLAG, or federal auditors.

What audit standards are followed?

Auditors follow standards as required by law, regulation, and/or internal policies and procedures. Standards may include GAAS and GAGAS.

Who uses the audit report?

State policymakers, legislators, and regulators, the public, and other interested parties.

When is the audit report due?

Audit due dates are reviewed and monitored by the governing body or management of the entity performing the audit.

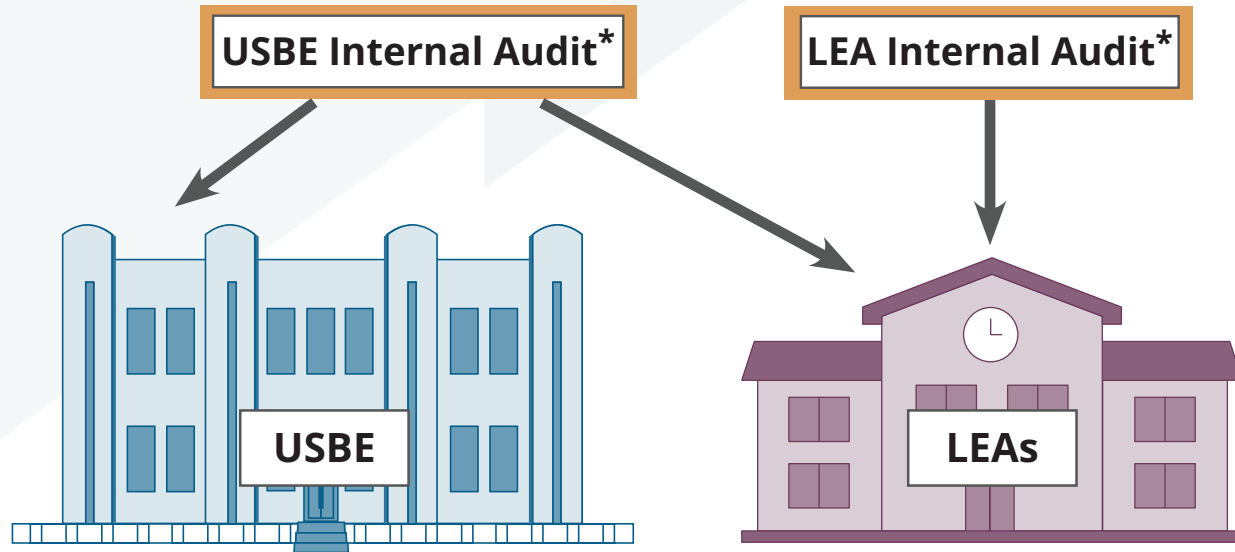
What assurance (i.e., opinion) is provided (general report language)?

Assurance provided will be specific to the auditing entity and the regulations and standards it follows. In general, assurance will be regarding performance, compliance, operations, finances, governance, risk, internal controls, complaints, or fraud.

Where is the report, with related audit opinions, available?

Reports may be available on the auditor's website, some of which are included in the Resources section of this document. Some reports are classified as protected (i.e., not public) due to the content included in the report.

Section 2: Internal Audits



*Auditors work under the supervision of the governing board

Definition: R277-100-2(16)

- (a) "Internal Audit" means an appraisal activity established within an agency as a control system to examine and objectively evaluate the adequacy and effectiveness of other internal control systems within the agency.
- (b) An "internal audit" is conducted in accordance with the current: (i) International Standards for the Professional Practice of Internal Auditing; or (ii) Government Auditing Standards, issued by the Comptroller General of the United States.

USBE Internal Audit

	Reference	Title	Detail
STATUTES	Utah Code 63I-5-201	Internal auditing programs - State agencies	(4) The State Board of Education shall establish an internal audit program that provides internal audit services for each program administered by the State Board of Education.
	Utah Code 63I-5-102	Definitions	(9) "Internal audit program" means an audit function that: <ul style="list-style-type: none"> (a) is conducted by an agency, division, bureau, or office, independent of the agency, division bureau, or office operations; (b) objectively evaluates the effectiveness of agency, division, bureau, or office governance, risk management, internal controls, and the efficiency of operations; and (c) is conducted in accordance with the current: <ul style="list-style-type: none"> (i) International Standards for the Professional Practice of Internal Auditing [IPPF]; or (ii) The Government Auditing Standards, issued by the Comptroller General of the United States

Who performs the audit and prepares the audit report?

The USBE Internal Audit Department (IAD) performs audits and prepares audit reports; also see R277-116 Audit Procedure.

What standards are followed?

USBE IAD follows IPPF standards.

Who uses the audit report?

USBE, federal and state policymakers, legislators and regulators, the public, and other interested parties.

When is the audit report due?

USBE IAD reports directly to the State Board of Education, which monitors audit timelines and due dates.

What assurance (i.e., opinion) is provided (general report language)?

Assurance provided is specific to the scope and objective of the audit that is done. Excerpts from the cover letter template for USBE IAD audits, include:

"...in accordance with the Bylaws of the Utah State Board of Education (Board), the Board authorized the Internal Audit Department (IAD) to perform an audit of [program, activity, funds, controls, systems]...the purpose of the audit is [List the purpose, objectives, scope]

IA performed the following procedures: [List of procedures performed]

We have identified the procedures performed during the audit above and the conclusions from those procedures are included in this report with suggestions for improvement.

Internal audits are conducted in accordance with the current International Standards for the Professional Practice of Internal Auditing, consistent with Utah Code Annotated and Utah Administrative Code."

Where is the audit report available?

Reports are available on USBE IAD's website (<https://schools.utah.gov/internalaudit?mid=892&tid=1>) or by request.

LEA Internal Audit

STATUTES	Reference	Title	Detail
	Utah Code 53G-7-402	Internal auditing program	<p>(1) A local school board or charter school governing board shall establish an audit committee.</p> <p>(2) (a) The audit committee shall establish an internal audit program that provides internal audit services for the programs administered by the local education agency.</p> <p>(b) A local education agency that has fewer than 10,000 students is not subject to Subsection (2)(a).</p>
Utah Code 53G-7-401	Definitions	<p>(5) "Internal audit program" means an audit function that:</p> <p>(a) is conducted by a local school board or charter school governing board independent of the local education agency offices or other operations;</p> <p>(b) objectively evaluates the effectiveness of the local education agency governance, risk management, internal controls, and the efficiency of operations; and</p> <p>(c) is conducted in accordance with the current:</p> <p>(i) International Standards for the Professional Practice of Internal Auditing; or</p> <p>(ii) The Government Auditing Standards, issued by the Comptroller General of the United States</p>	

Who performs the audit and prepares the audit report?

The independent Audit Director or Internal Audit Department of an LEA, if applicable, performs audits and prepares audit reports.

What standards are followed?

Either GAGAS or IPPF standards must be followed as per the above requirements.

Who uses the audit report?

LEAs, USBE, federal and state policymakers, legislators, and regulators, the public, and other interested parties.

When is the audit report due?

Audit due dates are reviewed and monitored by the governing body of the audit entity.

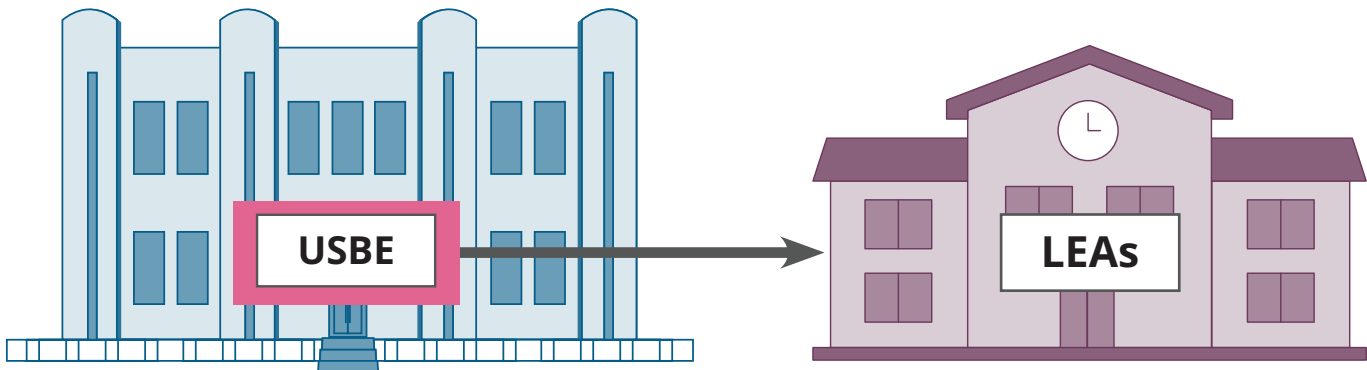
What assurance (i.e., opinion) is provided (general report language)?

Assurance provided is specific to the scope and objective of the audit that is done.

Where is the report available?

Reports may be available on the respective LEAs website or via a GRAMA request.

Section 3: Monitoring



Definition: R277-100-2(19)

- (a) “Monitor” or “Oversee” means to formally supervise, inspect, or examine the compliance, performance, or finances of a program.
- (b) A monitoring or oversight program may include (i) review of financial and performance reports required of the subject program; (ii) follow-up to ensure the subject program takes timely and appropriate actions to correct identified deficiencies; (iii) supervising remedial action recommended by an audit or monitoring findings or required by Board rule; and (iv) any function performed in an evaluation or review.

Definition: R277-100-2(11)

- (a) “Evaluate” or “Review” means to observe and assess a program with an objective of making recommendations, if appropriate, for necessary changes or improvements.
- (b) An “evaluation” or “review” may include providing training and technical assistance on program-related matters and performing on-site reviews of program operations.

Monitoring of Federal Grants and Programs

REGULATIONS	Reference	Title	Detail
	2 CFR 200.1	Definitions	<p>Pass-through entity (PTE) means a non-Federal entity that provides a subaward to a subrecipient to carry out part of a Federal Program.</p> <p>Subrecipient means an entity, usually but not limited to non-Federal entities, that receives a subaward from a pass-through entity to carry out part of a Federal award; but does not include an individual that is a beneficiary of such award. (Also see 2 CFR 200.331 Subrecipient and contractor determinations.)</p>
2 CFR 200.332	Requirements for pass-through entities	<p>All pass-through entities must:</p> <ul style="list-style-type: none"> (a) Ensure that every subaward is clearly identifies to the subrecipient as a subaward. (b) Evaluate each subrecipient’s risk of noncompliance with Federal statues, regulations, and the terms and conditions of the subaward for purposes of determining the appropriate subrecipient monitoring. (c) Consider imposing specific subaward conditions upon a subrecipient if appropriate as described in § 200.208. (d) Monitor the activities of the subrecipient as necessary to ensure that the subaward is used for authorized purposes, in compliance with Federal statues, regulations, and the terms and conditions of the subaward; and that subaward performance goals are achieved. Pass-through entity monitoring of the subrecipient must include: <ul style="list-style-type: none"> (1) Reviewing financial and performance reports required by the pass-through entity. (2) Following-up and ensuring that the subrecipient takes timely and appropriate action on all deficiencies pertaining to the Federal award provided to the subrecipient from the pass-through entity detected through audits, on-site reviews, and written confirmation from the subrecipient, highlighting the status of actions planned or taken to address Single Audit findings related to the particular subaward. (3) Issuing a management decision for applicable audit findings pertaining only to the Federal award provided to the subrecipient from the pass-through entity as required by § 200.521. (4) The pass-through entity is responsible for resolving audit findings specifically related to the subaward and not responsible for resolving crosscutting findings. 	

The USBE expends funds for approximately 30 federal grant programs on an annual basis; federal grant programs include US Department of Agriculture programs for child nutrition and US Department of Education programs for public education.

The USBE is considered a pass-through entity and subawards funds to LEAs and other entities, both of which are generally considered subrecipients. Subrecipients are responsible to monitor their use of funds, and, if they subaward funds to another entity they become a pass-through entity with the responsibility to monitor that entity's use of the funds.

Who performs the monitoring and prepares the monitoring report?

USBE staff in various sections monitor federal programs and prepare monitoring reports.

What standards are followed?

None. Rather, USBE staff follow internal agency or section policies and procedures, which may be based on federal regulations.

Who uses the monitoring report?

LEAs and other subrecipients, USBE, federal and state policy makers, and other interested individuals.

When is the monitoring report due?

USBE coordinators, directors, and superintendency oversee monitoring staff work effort and report completion. USBE's monitoring efforts may also be reviewed as part of the State of Utah Single Audit.

What assurance (i.e., opinion) is provided (general report language)?

Subaward (grant) is used for authorized purposes, in compliance with Federal statues, regulations, and the terms and conditions of the subaward; and the subaward performance goals are achieved.

Where is the monitoring report available?

Reports are not published but would generally be considered public and thus available via a GRAMA request.

Monitoring of State Grants and Programs

	Reference	Title	Detail
REGULATIONS	R277-114-3	Program Monitoring	<p>(1) For each program, the Superintendent shall design and implement a consistent monitoring plan or process that includes standards for both programs outcomes and program financial compliance.</p> <p>(2) The Superintendent shall notify all recipients of the initiation of or changes to any monitoring plan or process.</p> <p>(3) The Superintendent shall monitor compliance with: (a) program outcomes and requirements; (b) reporting requirements; and (c) financial requirements.</p> <p>(4) An LEA shall provide the Superintendent all requested information or documents to comply with this Section.</p>

The USBE expends funds for a significant number of state programs on an annual basis, including basic school programs, related to basic programs, etc. Similar to federal programs, the USBE allocates and distributes funds to LEAs and other entities.

Who performs the monitoring and prepares the monitoring report?

Staff in various agencies or LEAs monitor state programs and prepare monitoring reports.

What standards are followed?

None. Rather, USBE staff follow internal agency or section policies and procedures, which may be based on federal regulations.

Who uses the monitoring report?

LEAs and other subrecipients, USBE, federal and state policy makers, and other interested individuals.

When is the monitoring report due?

USBE coordinators, directors, and superintendency oversee monitoring staff work effort and report completion.

What assurance (i.e., opinion) is provided (general report language)?

Subaward (grant) is used for authorized purposes, in compliance with Federal statues, regulations, and the terms and conditions of the subaward; and the subaward performance goals are achieved.

Where is the monitoring report available?

Reports are not published but would generally be considered public and thus available via a GRAMA request.

Appendix A

I. Acronyms

ACFR	Annual Comprehensive Financial Report
AICPA	American Institute of Certified Public Accountants
CFR	Code of Federal Regulations
CPA	Certified Public Accountant
FASB	Financial Accounting Standards Board
GAAP	Generally Accepted Accounting Principles
GAAS	Generally Accepted Auditing Standards
GAGAS	Generally Accepted Government Auditing Standards (or GAS - Government Auditing Standards or the Yellow Book)
GASB	Government Accounting Standards Board
GFOA	Government Finance Officers Association
GRAMA	Government Records Access Management Act (Utah Code 63G-2)
IPPF	International Professional Practices Framework (i.e., International Standards for the Professional Practice of Internal Auditing)
LEA	Local Education Agency
OLAG	Office of the Legislative Auditor General
OSA	Office of the State Auditor
USBE	Utah State Board of Education
IAD	Internal Audit Department

II. Definitions

GAAP	a common framework of accounting rules and standards promulgated by either FASB or GASB, as applicable to the reporting entity
LEA	a school district or charter school
Reporting Entity	includes the primary government, organizations for which the primary government is financially accountable, and other organizations for which the nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements (F/S) to be misleading. For example, the State of Utah F/S include all public colleges and universities, the Utah Schools for the Deaf and Blind; the State of Utah F/S do not include school districts and charter schools. GASB standards include a decision tree that helps determine which entities should be included.

III. Resources

Utah Code	https://le.utah.gov/xcode/code.html
Utah Administrative Code (Rule)	https://adminrules.utah.gov/public/home
Office of the State Auditor	https://auditor.utah.gov
Office of the Legislative Auditor General	https://olag.utah.gov
USBE Internal Audit Department	https://schools.utah.gov/internalaudit

Table 1: Assurance Services Summary

EXTERNAL AUDITS				USBE INTERNAL AUDIT
Financial Statement Audit	Single Audit	State Compliance Audit	Performance Audits	
Regulations				
51-2a-201 Accounting Reports Required	2 CFR 200.501 Audit Requirements	51-2a-301 State Auditor Responsibilities	Various at the state and federal levels	63I-5-201 Internal Auditing Programs - State agencies
51-2a-202 Report Requirements				
53G-4-404 Annual Financial Report - Audit Report				
53G-5-404 Requirements for Charter Schools				
2 CFR 200.510 Financial Statements				
Standards				
Generally Accepted Auditing Standards (GAAS)	Generally Accepted Government Auditing Standards (GAGAS)	Generally Accepted Auditing Standards (GAAS)	Specific to the entity performing the audit	International Standards for the Professional Practice of Internal Auditing
Generally Accepted Government Auditing Standards (GAGAS)		Generally Accepted Government Auditing Standards (GAGAS)		
Assurance(s) Provided				
Financial position is presented fairly in all material respects Limited review of internal controls over financial reporting Limited review of compliance with laws and regulations that could have a direct and material effect on the financial statements	Complied, in all material respects, with the types of compliance requirements that could have a direct and material effect on each major federal program. Limited review of internal controls over compliance.	Complied, in all material respects, with the state compliance requirements identified.	Specific to the auditing entity and its regulations and standards. In general, to objectively evaluate the compliance, operations, finances, governance, risk, internal controls, complaints, or fraud.	Objectively evaluate the effectiveness of governance, risk management, internal controls, and the efficiency of operations. Assurances may also be specific to specific audit scope and objectives.

MONITORING	
Federal	State
Regulations	
2 CFR 200.331-333 Requirements for pass-through entities	R277-114-3 Program Monitoring
Policies & Procedures	
Staff in various agencies or LEAs monitor and prepare monitoring reports	Staff in various agencies or LEAs monitor and prepare monitoring reports
Assurance(s) Provided	
Subaward (grant) is used for authorized purposes, in compliance with Federal statutes, regulations, and the terms and conditions of the subaward; and that subaward performance goals are achieved	Compliance with: (a) program outcomes, (b) reporting requirements, (c) financial compliance Compliance with various regulatory requirements