



STATE OF CONNECTICUT

DEPARTMENT OF EDUCATION



TO: Grantees of the Connecticut State Department of Education

FROM: Keith Norton, Interim Director of Internal Audit
Office of Internal Audit

DATE: August 12, 2026

SUBJECT: Audit Requirements – 2025-2026 Audits of Federal Awards
and State Financial Assistance

The purpose of this letter is to advise grantees of the Connecticut State Department of Education (CSDE) of the audit requirements associated with federal awards and state financial assistance. A copy of this letter and the attachments must be provided to your auditor.

Audits are required in accordance with federal and state law based on an organization's level of expenditures of federal awards and state financial assistance during their fiscal year. Listed below are the thresholds for federal single audit and state single audit requirements.

Please note that every entity which has received funding from the CSDE must submit the following:

- **A Federal Single Audit**, if expenditures of federal awards meet or exceed \$1,000,000.
- **A State Single Audit**, if expenditures of state financial assistance meet or exceeds \$500,000.
- **A Notification of Exemption for either the Federal Single Audit and/or State Single Audit (if their expenditures are below the applicable thresholds). The links below will take you to the forms.**
 - [Federal Single Audit Exemption Form](#)
 - [State Single Audit Exemption Form](#)

State Charter Schools must also submit to CSDE a copy of their IRS Form 990 – *Return of Organization Exempt from Income Tax* for fiscal year ending June 30, 2026.

Notification of Fiscal Year End - If your entity operates on a fiscal year which is other than July 1 - June 30, please notify the Office of Internal Audit (OIA) in writing of the date of the fiscal year end. If you have notified us previously, you only need to provide this information again if the fiscal year end has changed.

The following parts of this document include additional information regarding audit requirements, audit preparation and submission instructions.

I. Federal Awards

Audits must be conducted for the expenditure of all U.S. Department of Education, U.S. Department of Health and Human Services and U.S. Department of Agriculture Awards (Child Nutrition funds), in accordance with the Office of Management and Budget's (OMB) Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards (Uniform Guidance) pursuant to the Single Audit Act Amendments of 1996. Audits must be submitted no later than nine months after the closure of the entity's fiscal year.

Code of Federal Regulations (CFR)

The Uniform Guidance contains the set of cost principles and audit requirements that apply to grants and subgrants awarded to non-federal entities. Information regarding Uniform Guidance and Grants Management Circulars may be found using the links below:

- [OMB Circulars](#)
- [Uniform Guidance](#)

Schedule of Expenditures of Federal Awards (SEFA)

The purpose of the SEFA is to report distributions of federal awards. Separate schedules are required for expenditures of federal awards and expenditures of state financial assistance. It is imperative that the SEFA accurately identifies all federal programs. To this end, please report the proper Assistance Listing Number (ALN), formerly known as Catalog of Federal Domestic Assistance or CFDA numbers) and CORE-CT account codes for all federal grant programs listed.

Additionally, OMB Uniform Guidance §200.500 (b) (1) now requires that the SEFA includes the total amount provided to sub-recipients from each federal program.

The following may assist you in the completion of your SEFA:

- **Attachment I** contains instructions for accessing and printing the 2025-2026 Grant Award Listings. Grant Award Listings are available on the CSDE website at the Bureau of Fiscal Services' (BFS) [Grant Payment Reports](#) page.
- **Attachment II** contains a table that lists the grant title and ALN in addition to the CSDE award name and CORE-CT number. Please refer to this information when preparing the SEFA.
- **For Child Nutrition Sponsors** - If you are organizationally part of a municipality, please contact the municipal finance officer to ensure that your program is included and specifically identified in the municipality's audit.

Important Notes Regarding COVID-19 Grant Funding:

CSDE was charged with implementing programs under the American Rescue Plan Act (ARP Act) and the Coronavirus State and Local Fiscal Recovery Fund (CSLFRF) that supported elementary and secondary education.

1. Education Stabilization Fund

The Education Stabilization Fund (ESF) was established, with the passing of the CARES Act in 2020, to provide direct economic assistance to K-12 schools. The ARP Act (March 2021) was passed to address the continued impact of COVID-19 through additional funding to the ESF.

ESF awards were provided to grantees under 23 subprograms. An alphabetic character at the end of the 84.425 ALN was used to delineate the specific subprogram. Each subprogram has its own funding requirements and compliance requirements.

Please note that many auditees will have received and expended funds under multiple ESF subprograms. **For major program purposes, auditors must evaluate 84.425 in its entirety.** All ESF subprogram expenditures must be considered as part of the ESF program for major program determination purposes.

2. Coronavirus State and Local Fiscal Recovery Fund

Sections 602 and 603 of the Social Security Act, as added by section 9901 of the American Rescue Plan Act of 2021 authorized the CSLFRF. The CSLFRF provides assistance in the form of direct payments in response to the negative economic and fiscal impacts of COVID-19.

Please note that 2 *CFR Part 200 — Compliance Supplement (Appendix XI)* contains important information regarding COVID-19 grant compliance, reporting and auditing requirements.

Audit Exemption

A non-federal entity with federal award expenditures less than \$1,000,000 is exempt from federal audit requirements.

Exempt entities must submit a [Federal Single Audit Exemption Notification](#) form to the CSDE Office of Internal Audit via email to sde.audit@ct.gov no later than sixty (60) days after the entity's fiscal year end. Additionally, records must be available for review or audit by appropriate officials of the federal agency, pass-through entity, and Government Accountability Office (GAO).

II. State Financial Assistance

State financial assistance provided by the CSDE to entities for fiscal years which began on or after July 1, 2025, is to be audited pursuant to the State Single Audit Act, Sections 4-230 through 4-236 of the Connecticut General Statutes (C.G.S.), and applicable regulations. Under certain circumstances, an auditee may elect to have a program-specific audit conducted. C.G.S. Section 4-231 should be consulted for specific guidance relative to this option.

Additional information regarding the legislative revisions to the State Single Audit Act may be found in Part i – Introduction of the [Compliance Supplement](#).

Schedule of Expenditures of State Financial Assistance

The purpose of the Schedule of Expenditures of State Financial Assistance is the reporting of distributions of state financial assistance. As previously mentioned, separate schedules are required for expenditures of federal awards and expenditures of state financial assistance. Additionally, the Compliance Supplement now requires grant recipients to report on the Schedule the amounts of each grant they have passed through to sub-recipients.

The following may assist you in the completion of your Schedule of Expenditures of State Financial Assistance:

- An illustrative schedule can be found as Example 8 in “Part 9 – Illustrative Auditor’s Reports and Schedules for Local Governmental Entities - Municipalities and Audited Agencies and Nonprofit Organizations,” of the “Compliance Supplement to the State Single Audit Act for Fiscal Years Beginning on or After July 1, 2025” issued by the Office of Policy and Management.

Please note that there have been significant changes to the Illustrative Auditor’s Reports due to the implementation of Statement on Accounting Standards 134.

- **Attachment I** contains instructions for accessing and printing the 2025-2026 Grant Award Listings. This listing identifies state financial assistance and is available on the BFS [Grant Payment Reports](#) webpage.
- **Attachment III** contains a table that lists the CSDE award name and CORE-CT number. Please refer to this information when preparing the Schedule of Expenditures of State Financial Assistance.

Audit Exemption

A non-state entity that expends less than \$500,000 in state financial assistance is exempt from the state single audit requirements.

Exempt entities must file a [State Single Audit Exemption Notification](#) with the Office of Policy and Management (OPM) and to the CSDE Office of Internal Audit (email to sde.audit@ct.gov) no later than sixty (60) days after the entity's fiscal year end. Additionally, records must be available for review or audit by appropriate officials of the state agency

III. Resolution of Differences Between Audit Amounts and Amounts Filed in the CSDE Electronic Grants Management System (eGMS) for Federal and State Grants

In the eGMS system, the End of Year (EOY) and/or End of Project (EOP) expenditure totals are reported by the auditee on a cumulative basis. As a result, reports for multi-year grants will include expenditures from prior years of the grant period. Therefore, the ED141 Expenditure Report – Reporting Year Break Out (ED141-RYBO) report should be utilized for this process.

Any differences between the ED141– RYBO and the audit report must be reconciled and resolved immediately. To facilitate this reconciliation process, the auditee must list the amount of the awards expended for each award year separately on their schedule of expenditures. If necessary, the grantee must file a revised EOY or EOP Expenditure Report with CSDE.

IV. Audit Report Submission Instructions

All audit reports must be submitted via the [Electronic Audit Reporting System](#) (EARS).

Federal Single Audit reports are due nine months after the close of the entity's fiscal year.

Financial Statement and State Single Audit reports must be submitted no later than December 31, 2026.

For entities that do not have a June 30th fiscal year end, Financial Statement and State Single Audit reports must be submitted six months after the close of the fiscal year or by the extension date granted by the cognizant state agency.

Electronic Audit Reporting System

EARS is a website made available by OPM to provide independent auditors an electronic process for uploading audit reports of their clients on-line. In addition, EARS allows State grantor agencies and the public to access and view the reports that have been filed.

- The filing on EARS for all parts of the audit reporting package is mandatory. **This includes the [Municipal Audit Questionnaire](#), corrective action plans in response to audit findings, and, if applicable, management letter.**

- Please contact the Municipal Finance Services Section of the Office of Policy and Management at 860-418-6400, if you should encounter any problems or have any questions.
- EARS also allows for the filing of audited financial statement reports and federal single audit reports that would normally be filed with other state agencies whether or not a State Single Audit report is being filed.
- Once an electronic version of the reports has been submitted on EARS, no other Single Audit submission directly to CSDE is required.

Federal Audit Clearinghouse

In addition to filing on EARS, all federal single audits must be submitted to the [Federal Clearinghouse \(FAC\)](#). See the FAC website for instructions regarding audit submission.

V. Submission of IRS Form 990 – Return of Organization Exempt from Income Tax

All State Charter Schools must submit to OIA a PDF copy of their IRS Form 990 – *Return of Organization Exempt from Income Tax* for fiscal year ending June 30, 2026. If an extension to file has been requested, please submit a copy of IRS Form 8868 – *Extension of Time to File*. IRS Form 990 should then be submitted to OIA at the end of the extension period. Please email these documents to sde.audit@ct.gov.

KMN/jc

Attachments

Attachment I

FY 2025-2026 Grant Listing Instructions

Grant Payment Reports may be accessed by using the link and instructions below:

[Grant Payment Reports](#)

1. Under **Section A. Select Year**, choose **2025-2026**.
2. Under **Section B. Report type**, choose **Summary**.
3. Under **Section C. Vendor**, select the town or other grantee (from the **All Others** category)
4. Under **Section D. Grant Type**, select either **All Grants** or a specific grant from the drop-down list, then click **Submit**.
5. From the next screen, click **Download CSV** to get the Core-CT coding string breakdown.

If you choose a grantee from the **All Others** category, you must click on the circle that says **All Others** and then choose the grantee from the alphabetical drop down the list below.

Please note: Regarding federal awards, the grant titles referenced in the payment report may not be the same as the Assistance Listing Title. When preparing the **Schedule of Expenditures of Federal Awards**, please use the Assistance Listing Title as indicated in **Attachment II**.

FY 2025-2026 Grant Expenditure Reports

Grant Expenditure Reports can be accessed by using the link below:

[eGrants Management System Home](#)

Auditor Access: Auditors may obtain “view only” access to the eGrants Management System (eGMS) by following the steps below:

1. Click the eGMS home link listed above.
2. Select the Request Help option from the menu on the left side of the home screen.
3. Select “Submit Help Request”.
4. Complete the request form. **In the Summary Field include the reference “CSDE Auditor Access”.**
5. After the request form is submitted, you will receive an email with instructions for setting up your login credentials.
6. For additional assistance, contact April Swain at (860) 713-6475 or April.Swain@ct.gov.

For login instructions, please see the training links on the eGrants Management System (eGMS) home page.

Expenditure Reports: Once logged in, select Reports from the menu on the left side of your screen to access the reports menu. Under **District Level** select **ED141 Expenditure Report – Reporting Year Breakout**. Using the dropdown menus select a fiscal year, organization, and grant, then click **View Report**.

Attachment II

2026 SID Codes for Federal Awards with Corresponding ALN and Titles (where applicable)

Grant Title	Core-CT Fund	Core-CT SID	Core Program Code	Federal ALN	Grant Title per Federal Assistance Listing
Special Milk Program for Children	12060	20500		10.556	Special Milk Program for Children
School Breakfast Program	12060	20508		10.553	School Breakfast Program
Child and Adult Care Food Program - Admin	12060	20514		10.558	Child and Adult Care Food Program
Child and Adult Food Program	12060	20518		10.558	Child and Adult Care Food Program
Summer Food Service Program - Operational	12060	20540		10.559	Summer Food Service Program for Children
Cash-in-Lieu/Commodities-CCFP	12060	20544		10.558	Child and Adult Care Food Program
Summer Food Service Program - Admin	12060	20548		10.559	Summer Food Service Program for Children
National School Lunch Program Combined	12060	20560		10.555	National School Lunch Program
Title I - Grants	12060	20679		84.010A	Title I Grants to Local Educational Agencies
Title I - Neglected & Delinquent	12060	20680		84.013A	Title I State Agency Program for Neglected and Delinquent Children and Youth
Voc. Education Act-Carl Perkins	12060	20742		84.048A	Career and Technical Education – Basic Grants to States
Educ. Homeless Children and Youth	12060	20770		84.196A	Education for Homeless Children and Youth
Adult Education	12060	20784		84.002A	Adult Education – Basic Grants to States
Title II Part A Improving Teacher Quality	12060	20858		84.367A	Improving Teacher Quality State Grants
21st Century Community Learning Centers	12060	20863		84.287C	Twenty-First Century Community Learning Centers
Title III Part A English Language Acquisition	12060	20868	82075	84.365A	English Language Acquisition Grants
Immigrant & Youth Education	12060	20868	82076	84.365A	English Language Acquisition Grants
IDEA-Part B Section 611	12060	20977		84.027A	Special Education Grants to States
IDEA Part B Section 619 - Pre-School	12060	20983		84.173A	Special Education Preschool Grants
Fresh Fruit & Vegetable Program	12060	22051		10.582	Grants for Enhanced Assessment Instruments
National School Lunch Program - School Equipment	12060	22386		10.579	Child Nutrition Discretionary Grants
Student Support & Academic Enrichment Grant	12060	22854		84.424A	Student Support & Academic Enrichment Grant
Parent Trust Fund – New Federal	12060	22854	82158	84.424A	Student Support & Academic Enrichment Grant
National School Lunch - School Food	12060	23213		10.579	Child Nutrition Discretionary Grants
CT Stronger Connections Grant	12060	23275		84.424A	Student Support & Academic Enrichment Grant

Attachment II (continued)

2026 SID Codes for Federal Awards

with Corresponding ALN and Titles (where applicable)

Grant Title	Core-CT Fund	Core-CT SID	Core Program Code	Federal ALN	Grant Title per Federal Assistance Listing
Local Food for Schools Incentive Program	12060	23292		10.185	Local Food for School Cooperative Agreement Program
Parent Trust Fund	12060	26570		93.391	Activities to Support State, Tribal, Local and Territorial (STLT) Health Department Response to Public Health or Healthcare Crises
ARPA - Expand	12060	28089		21.027	Coronavirus State & Local Fiscal Recovery Funds
ARPA - Dual Credit Expansion	12060	28090		21.027	Coronavirus State & Local Fiscal Recovery Funds
ARPA - Funding for American School for the Deaf	12060	28091		21.027	Coronavirus State & Local Fiscal Recovery Funds
ARPA - FAFSA Completion	12060	28092		21.027	Coronavirus State & Local Fiscal Recovery Funds
ARPA - Big Brothers & Big Sisters	12060	28093		21.027	Coronavirus State & Local Fiscal Recovery Funds
ARPA - School Social Worker	12060	28094		21.027	Coronavirus State & Local Fiscal Recovery Funds
ARPA - School Mental Health Worker	12060	28095		21.027	Coronavirus State & Local Fiscal Recovery Funds
ARPA - Summer Mental Health Supports	12060	28096		21.027	Coronavirus State & Local Fiscal Recovery Funds
ARPA Educational Prof. Dev.	12060	28098	84132	21.027	Coronavirus State & Local Fiscal Recovery Funds
SMART/STAR (ARPA-Free Meals for Students) Grants	12060	28105		21.027	Coronavirus State & Local Fiscal Recovery Funds
ARPA - Interdistrict Magnet Tuition	12060	28112		21.027	Coronavirus State & Local Fiscal Recovery Funds
ARPA-Bridgeport Education	12060	28113		21.027	Coronavirus State & Local Fiscal Recovery Funds
ARPA-Solar Youth	12060	28118		21.027	Coronavirus State & Local Fiscal Recovery Funds
ARPA-Education Workforce	12060	28295		21.027	Coronavirus State & Local Fiscal Recovery Funds
ARPA - Hartford Public Library	12060	28296		21.027	Coronavirus State & Local Fiscal Recovery Funds
ARPA - Police Activity League of New Haven	12060	28298		21.027	Coronavirus State & Local Fiscal Recovery Funds

Attachment II (continued)

2026 SID Codes for Federal Awards

with Corresponding ALN and Titles (where applicable)

Grant Title	Core-CT Fund	Core-CT SID	Core Program Code	Federal ALN	Grant Title per Federal Assistance Listing
ARPA-Ellsworth School Natural Gas Conversion	12060	28427		21.027	Coronavirus State & Local Fiscal Recovery Funds
ARPA-MLK Scholarship Fund	12060	28428		21.027	Coronavirus State & Local Fiscal Recovery Funds
ARPA-South Windsor High School	12060	28430		21.027	Coronavirus State & Local Fiscal Recovery Funds
ARPA-Uniforms Grassroots	12060	28431		21.027	Coronavirus State & Local Fiscal Recovery Funds
ARPA-Wilton High School	12060	28432		21.027	Coronavirus State & Local Fiscal Recovery Funds
ARPA-Cromwell Public Schools	12060	28436		21.027	Coronavirus State & Local Fiscal Recovery Funds
ARPA-Bloomfield Public Schools Playground Improvement	12060	28437		21.027	Coronavirus State & Local Fiscal Recovery Funds
ARPA - Artificial Intelligence	12060	28480		21.027	Coronavirus State & Local Fiscal Recovery Funds
ARP ESSER	12060	29636	82079	84.425U	ARP ESSER
ARP ESSER SPPT	12060	29636	82079	84.425U	ARP ESSER
ARP ESSER - High Dosage Tutoring	12060	29636	82153	84.425U	ARP ESSER
ARP ESSER - Educators Rising	12060	29636	82154	84.425U	ARP ESSER
ARP ESSER - Dual Credit Expansion	12060	29636	84131	84.425U	ARP ESSER
ARPA - Right to Read	12060	29732		21.027	Coronavirus State & Local Fiscal Recovery Funds
ARPA PSD and Faith Acts	12060	29733		21.027	Coronavirus State & Local Fiscal Recovery Funds
ARPA - CT Writing Project	12060	29734		21.027	Coronavirus State & Local Fiscal Recovery Funds
ARPA-East Hartford Youth	12060	29739		21.027	Coronavirus State & Local Fiscal Recovery Funds

Attachment III

2026 SID Codes for State Financial Assistance

Grant Title	Core-CT Fund	Core-CT SID	Program Code
LP – Big Brothers Big Sisters of CT	11000	10020	82010
LP - Robotics Team Mini Grant	11000	10020	82010
Chefs to Schools	11000	10020	82010
LP - Community School Grant	11000	10020	82010
Postsecondary Readiness Assessment Grant	11000	12171	
Primary Mental Health	11000	12198	
Leadership Education and Athletics in Partnership	11000	12211	
CT Writing Project	11000	12261	
Neighborhood Youth Centers	11000	12318	
Sheff Open Choice Summer Enrichment	11000	12457	82065
Sheff Settlement - Magnet ASSG - Extracurricular Programs - Programmatic & Transportation	11000	12457	82079
Sheff Settlement - Magnet ASSG - Athletics Programming	11000	12457	82079
Sheff Settlement - Open Choice - Acceptance Rate	11000	12457	82160
Sheff Settlement - Open Choice - Educational Enhancement	11000	12457	82160
Sheff Settlement - Sheff Marketing Grant - ASSG	11000	12457	82160
Sheff Settlement - Kindergarten Implementation Assistant	11000	12457	82160
Sheff Settlement - Sheff Magnet Reformulation II	11000	12457	82160
Sheff Settlement -Magnet Academic and Social Support Grant - Incr. Accept.	11000	12457	82160
Parent Trust Fund	11000	12506	
Commissioner’s Network	11000	12547	82010
Local Charter Schools	11000	12549	
Bridges Family Center Grant	11000	12550	
Talent Development – TEAM	11000	12552	
School Based Diversion Initiative	11000	12587	
Sheff Transportation	11000	12610	
Magnet School Transportation (Non-Sheff)	11000	12632	
Aspiring Educators Diversity Scholarship Program	11000	12652	
CT Fresh Ed: Buy Local Program	11000	12696	
American School for the Deaf	11000	16021	
Family Resource Centers	11000	16110	

Attachment III (continued)

2026 SID Codes for State Financial Assistance

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Attachment IV

Contact Listings

All written correspondence should be sent to:

**Office of Internal Audit
Connecticut State Department of Education
P.O. Box 2219
Hartford, CT 06145-2219**

If you have any questions, please contact Justin Cleary at

860-713-6554 or sde.audit@ct.gov

Federal Single Audit

OMB will be issuing a revised (2026) [2 CFR Part 200 — Compliance Supplement](#) (Appendix XI) for auditors to use in performing single and program-specific audits in accordance with [2 CFR Part 200, Subpart F — Audit Requirements](#). This Compliance Supplement will be effective for audits of fiscal years beginning on or after July 1, 2025, and it supersedes all previous revisions issued by OMB.

The *2 CFR Part 200 — Compliance Supplement* (Appendix XI) can also be obtained from:

U. S. Government Printing Office
710 North Capitol Street, NW
Washington, DC 20401
Telephone: 866-512-1800 (Toll-Free)
Fax: 202-512-2104

State Single Audit

OPM has issued the May 2026 [Compliance Supplement to the State Single Audit Act](#) for auditors to use in performing state single audits in accordance with C.G.S. 4-230 through 4-236 (2024 Revision). This Compliance Supplement is effective for audits of fiscal years beginning on or after July 1, 2025, and it supersedes all previous compliance supplements and updates issued by OPM.

The May 2026 *Compliance Supplement to the State Single Audit Act* may also be obtained from:

Michael Reis
Office of Policy and Management
Intergovernmental Policy Division
450 Capitol Avenue
MS-54MFS
Hartford, CT 06106-1308
Michael.Reis@ct.gov
Telephone: 860-418-6283