

FEDERAL SINGLE AUDIT  
FILING EXEMPTION NOTIFICATION

Date \_\_\_\_\_

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

This letter is to inform the Office of Internal Audit that for our fiscal year ended \_\_\_\_\_, the total expenditures of Federal financial assistance was less than \$1,000,000. Total expenditures of Federal financial assistance awards for all programs was \$ \_\_\_\_\_. Therefore, we are exempt from filing a Federal Single Audit for this fiscal period.

If you have any questions, please contact

Contact Person \_\_\_\_\_

Name of Organization \_\_\_\_\_

\*Federal Employer Identification Number (FEIN): \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ Zip \_\_\_\_\_

Telephone (\_\_\_\_) \_\_\_\_\_ Facsimile (\_\_\_\_) \_\_\_\_\_ Email \_\_\_\_\_

Very truly yours,

\_\_\_\_\_  
Chief Executive Officer

\_\_\_\_\_  
Chief Financial Officer

Please return the completed form to [sde.audit@ct.gov](mailto:sde.audit@ct.gov).

\*This form will not be accepted without a complete and accurate federal employer identification number.