



City/County and Project Number: \_\_\_\_\_

As a recipient of Community Development Block Grant Formula and/or Disaster Supplemental funds from the Missouri Department of Economic Development, you must provide the following information:

- 1. List of Federal Expenditures from all sources for your \_\_\_\_\_ fiscal year.

Table with 2 columns: Source/Grant #, Fiscal Year Expenditures:
Total Federal Expenditures for the Fiscal Year of Interest:

- 2. [ ] Single Audit Not Required (Total Federal Expenditures less than \$750,000)
[ ] Single Audit Required (Total Federal Expenditures at least \$750,000)
Date Single Audit will be completed [see instructions for requirements]:

- 3. Contact person responsible for working with the independent auditor:
Name: \_\_\_\_\_ Phone: \_\_\_\_\_
Email: \_\_\_\_\_

- 4. Certification by Office Personnel
Name: \_\_\_\_\_ Phone: \_\_\_\_\_
Email: \_\_\_\_\_
Address: \_\_\_\_\_

I certify that the amounts shown on this report accurately reflect the federal funds expended by us for the fiscal year indicated above.

Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Instructions:

1. List all Federal Expenditures including; Federal Grants (whether received directly from the Federal Government or indirectly through the State), loans, loan guarantees, property, interest subsidies, insurance, contracts, or direct federal appropriations, in the spaces above. Check the appropriate boxes and return within 30 days.
  
2. If expenditures are \$750,000 or more, a single audit is required and must be submitted to the Federal Audit Clearinghouse within either:
  - ❖ 30 days after receipt of the auditor's report
  - ❖ or 9 months after the end of the audit period.
  - ❖ The Federal Audit Clearinghouse forms and information can be obtained at <https://harvester.census.gov/facweb/> or by calling (800) 253-0696.
  
3. Inform our office when a Single Audit has been uploaded to the Federal Audit Clearinghouse website.

\*PLEASE NOTE: This process will be reviewed by our office. If the Federal Reporting Form is not returned, future applications can be denied.

If you have any questions, please contact the Division of Economic and Development/  
CDBG Program- Single Audit Specialist at (573) 751-3600 or (573) 751-5964.