



Arkansas Department of Education

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Sarah Huckabee Sanders
Governor

Jacob Oliva
Secretary

MEMORANDUM

TO: ALL FOOD PROGRAMS
FROM: OEC / HNU
DATE: MARCH 29, 2024
SUBJECT: AUDITS DUE AT COMPLETION OF YOUR FISCAL YEAR -
CORRECTION

This is a reminder that required single audits are due 120 days after the end of your program's fiscal year. For example, if your program's fiscal year concluded on December 31st, 2023, your audit is due by April 30th, 2024.

These audits are required from programs who receive \$100,000 or more in federal or state funding. A certified CPA must submit your audit documentation. Once completed, the audit will be submitted to the Office of Payment Integrity and Audit (OPIA) at the Arkansas Department of Human Services. Extensions may be available for programs that need additional time.

You may send send your audit to:

Wayne Thornberry
Wayne.Thornberry@ade.arkansas.gov
501-396-6157

For programs that are required to complete an audit, compliance is **required** for all renewing organizations to be approved for the next program year. Please see 2 CFR 200.514 for additional information regarding audits.

It is highly recommended that you keep a copy of this MEMORANDUM on file for quick and easy reference. A copy is also available in the Resource Library under **2024 Mass Alerts**.

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