



STATE OF NEW JERSEY

DEPARTMENT OF EDUCATION

A Memo from the New Jersey Department of Education

Date: December 15, 2021
To: Chief School Administrators, Charter School and Renaissance School Project Leads
Route To: School Business Administrators/Board Secretaries
From: Dr. Jamar E. Purnsley, Director
Office of Fiscal Accountability and Compliance
Deadline: February 5, 2022

Fiscal 2021 Annual Comprehensive Financial Report Submission Process

The New Jersey Department of Education (NJDOE), Office of Fiscal Accountability and Compliance, requires Local Educational Agencies (LEAs) to upload the Annual Comprehensive Financial Report (ACFR), formerly the Comprehensive Annual Financial Report (CAFR), the Auditor's Management Report (AMR) and Associated Documents to the CAFR Repository. This application opened **Monday, November 22, 2021** and is accessed through the NJDOE [Homeroom](#) portal.

In October 2021, [GASB 98](#) was approved which established and released the new term **Annual Comprehensive Financial Report** and its acronym **ACFR**. The terminology **Comprehensive Annual Financial Report** and the acronym **CAFR** will be accepted only for the fiscal year ending June 30, 2021.

The ACFR and AMR for the fiscal year ending June 30, 2021, must be uploaded by the statutory deadline of February 5, 2022. NJDOE is aware of the challenges presented to the LEAs by the COVID-19 pandemic and will work to facilitate the completion of the reports.

The NJDOE has posted online [Guidance to LEAs for uploading the CAFR, AMR and Associated Documents](#) for the fiscal year ending June 30, 2021. The guidance shows the documents and their required file names and file types. In addition, the guidance provides helpful hints to assist with the upload process.

Guidance is also provided through the NJDOE [Audit Information](#) webpage. Refer to the [Audit Program](#) (Section III, Chapters 1, 6 and 7).

Please forward questions regarding the submission process to Vince Mastrocola, Director, Office of Fiscal Accountability and Compliance Special Audits Unit, via vincent.mastrocola@doe.nj.gov, or call (609) 410-4425 (cell), or (609) 376-3607 (work).

c: Members, State Board of Education
Angelica Allen-McMillan, Ed.D., Acting Commissioner of Education
NJDOE Staff
Statewide Parent Advocacy Network
Garden State Coalition of Schools
NJ LEE Group