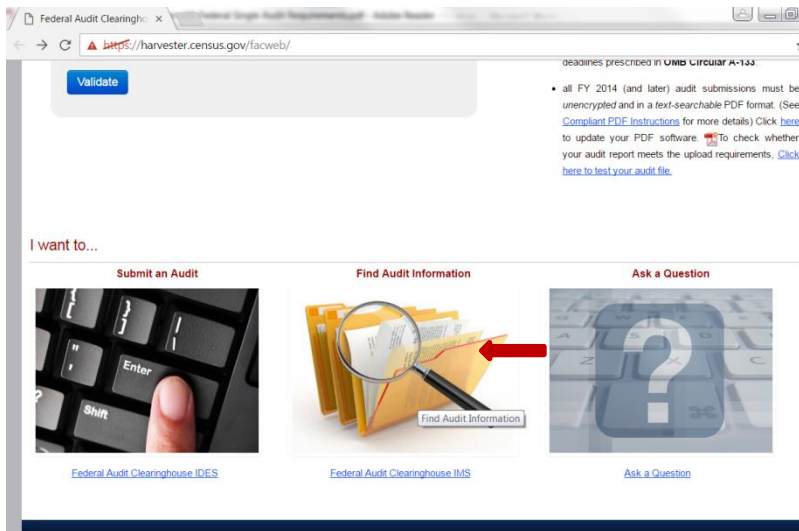**HOW TO SUBMIT PROOF OF COMPLIANCE WITH FEDERAL SINGLE AUDIT REQUIREMENTS**

If your organization or jurisdiction was subject to the federal single or program-specific audit requirements for any fiscal year starting after January 1, 2015, you must submit proof of compliance from the FAC website. Proof of compliance can be obtained by following these instructions.

1. **After visiting https://harvester.census.gov/facweb/, select "Find Audit Information" (the magnifying glass with the folder at the bottom of the page).**

2. **Select the "Search for Single Audits" tab then select "Search for Single Audits."**

3. **Select the "General Information" tab. To conduct a search, the Auditee should enter their "EIN" in the "Auditee EIN" column, have "All Years" selected in the "Fiscal Year" column and "New Jersey" selected in the "Auditee Sate" column. Then select "search." If the Auditee does not know their EIN they can search by their name and select themselves from the generated list.**

4. **After conducting a search using the Auditee's EIN number, the following page is generated:**

***This page should be printed out and submitted by the Subrecipient as proof of compliance with the federal single audit requirements.