**From:** Clayton, Carol (SAO)
**To:** Miller, Marla
**Subject:** Grants Testing documentation
**Date:** Thursday, January 10, 2019 2:39:00 PM

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Hi Marla,
We'd like to start the testing on local grants and contracts. Can you send me the FMS Report over State and Local Grants and Contracts so we can pull a sample for testing? Then once we select a sample of grants, we'll need to review reimbursement requests and supporting documentation to confirm revenues represent actual amounts relating to the fiscal period. Based on my review of last year's testing, the type of supporting docs look to be different dependent on the different grants that were selected (i.e. the State Need Grant used the expense report, Running Start used invoices, Corrections Education grant used a Budget Status report, etc.).
Thanks for your help,

Carol Clayton, MBA
Assistant State Auditor
Washington State Auditor's Office
PO Box 40031, Olympia, WA, 98501
claytonc@sao.wa.gov
360-725-5561