

# MICHIGAN FITNESS FOUNDATION

Safe Routes to School  
P.O. Box 27187  
Lansing, MI 48909

Email: [MTAckerman@michiganfitness.org](mailto:MTAckerman@michiganfitness.org)  
Telephone 517-347-7891  
Fax 517-347-8145

## Subrecipient Single Audit Certification Request

The Federal Office of Management and Budget (OMB) Part 200 - UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS FOR FEDERAL AWARDS requires that recipients of Federal awards, who are subject to the provisions of this guidance, ensure that Subrecipients of \$750,000 or more comply with the audit requirements in §200.500.

For Michigan Fitness Foundation (MFF) to satisfy its own OMB Part §200.500 requirements, we need a certification from your institution, as a Subrecipient, that you are in compliance with these requirements for your most recent fiscal year. Accordingly, **please check the appropriate box(es) and provide any required documents:**

### Check one-> We are:

- an **educational institution** and subject to OMB Part §200.500 -> please complete part A
- a **not-for-profit** organization and subject to OMB Part §200.500 -> please complete part A
- an **educational institution** and **not** subject to OMB Part §200.500 -> please complete part B
- a **not-for-profit** organization and **not** subject to OMB Part §200.500 -> please complete part B
- a **US for-profit** organization and **not** subject to OMB Part §200.500 -> please complete part B
- a **foreign** (non-U.S.) entity and **not** subject to OMB Part §200.500 -> please complete part B

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### Part A We are subject to the OMB Part §200.500 (Complete one of the sections below):

- 1. Our single audit, for fiscal year ended \_\_\_\_\_, **has not yet been completed**. We expect the audit to be completed by \_\_\_\_\_. Within thirty (30) days of completion, we will provide a certification of either §2 or §3 as stated below.  
**Or**
- 2. Our single audit, for fiscal year ended \_\_\_\_\_, **has been completed**. The administration of our Federal projects has been audited in accordance with OMB Part §200.500 and there were **no material instances of noncompliance** with Federal laws and regulations or reportable conditions, and no findings in the single audit report that are specifically related to subaward(s) from Michigan Fitness Foundation.  
**Or**
- 3. Our single audit, for fiscal year ended \_\_\_\_\_, **has been completed**, and **material noncompliance issues and/or reportable conditions were noted**. **DOCUMENTATION REQUIRED:** Enclosed is a copy of the audit report and our response:  
And, there **are / are not findings** in the single audit report that are **specifically related to a subaward(s) from MFF**. (Please provide a listing of subaward(s) as well as an explanation of the finding(s) as they relate to each subaward(s) if there are material findings).

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### Part B We are NOT subject to the OMB Part §200.500 (Complete one of the sections below):

- 1. We receive **less than \$750,000** in total Federal support during a fiscal year.  
**DOCUMENTATION REQUIRED:** Therefore, in lieu of a single audit we have enclosed:
  - An audited financial statement
  - An independent auditor's management letter
  - Other (explain): \_\_\_\_\_  
**Or**
- 2. We receive **greater than \$750,000** in total Federal support during a fiscal year. Therefore, our "yellow-book" compliant copy of the audit for fiscal year ended \_\_\_\_\_, **has been completed**, and **material noncompliance issues and/or reportable conditions were noted**. **DOCUMENTATION REQUIRED:** Enclosed is a copy of the audit report and our response:  
And, there **are / are not findings** in the single audit report that are **specifically related to a subaward(s) from MFF**. (Please provide a listing of subaward(s) as well as an explanation of the finding(s) as they relate to each subaward(s) if there are material findings).

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### CERTIFICATION:

I certify, as an authorized representative for the institution that the boxes checked above are appropriate and accurate:

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

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

Name and Title: \_\_\_\_\_

Organization: \_\_\_\_\_

Tax Identification No: \_\_\_\_\_

E-mail: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Please address your response/fax your signed response to the attention of: Meg Ackerman, Director of Safe Routes to School. We would appreciate a response as soon as possible. Thank you for your cooperation.

Michigan Fitness Foundation is an Affirmative-Action/Equal Opportunity Employer