



Matthew H. Mead
Governor

Wyoming Department of Transportation

"Providing a safe, high quality, and efficient transportation system"

5300 Bishop Boulevard
Cheyenne, Wyoming 82009-3340



John F. Cox
Director

January 31, 2013

<<Subrecipient Name>>

<<Address>>

<<City, ST Zip>>

RE: Single Audit Certification Letter - Audit Requirements of OMB Circular A-133

The Wyoming Department of Transportation (WYDOT) is subject to the requirements of the Office of Management and Budget (OMB) Circular A-133, *Audits of State, Local Governments and Nonprofit Organizations*. As such, Circular A-133 requires WYDOT to monitor our subrecipients of federal awards and determine whether they have (1) met the audit requirements of the circular and (2) are in compliance with federal laws and regulations.

Per OMB Circular A-133, a subrecipient spending \$500,000 or more in total federal awards during their fiscal year must have a single audit performed and is required to submit their audit report to the Federal Audit Clearinghouse within the earlier of 30 days after receipt of the auditor's report, or within 9 months after the end of the audit period.

Please ensure that this letter is returned to me by the required due date as noted below. If you are unable to do so, per OMB Circular A-133 §__.225 WYDOT will impose one, or more, of the following sanctions:

- Withhold a percentage of Federal awards until the audit is completed satisfactorily;
- Withhold or disallow overhead costs;
- Suspend Federal awards until the audit is conducted; or
- Terminate the Federal award.

Accordingly, we are requesting that you check one of the following, sign and date the letter and return this letter to me by **March 15, 2013**.

1. _____ We expended more than \$500,000 in total federal awards for fiscal year ended June 30, 2012 and are required to complete an OMB Circular A-133 audit (please note that your audit does not need to be complete prior to submitting this certification).

We received ARRA funding during FY2012: Yes _____ No _____

2. _____ We are not subject to an OMB Circular A-133 audit because:

_____ We are a For-Profit organization.

_____ We expended less than \$500,000 in total federal awards during our fiscal year ended June 30, 2012.

_____ Other (please explain) _____

Type or Print Name

Title

Signature

Date

Email Address

Please address all correspondence to:

Kristin Burkart
Wyoming Department of Transportation
Internal Review
5300 Bishop Blvd.
Cheyenne, WY 82009
Kristin.Burkart@wyo.gov

Your prompt attention to this matter is greatly appreciated. If you have any questions, please contact me at 307-777-4797.

Sincerely,

Kristin Burkart

Kristin Burkart
Internal Review Program Manager