NEW JERSEY DEPARTMENT OF LAW AND PUBLIC SAFETY DIVISION OF ADMINISTRATION

HOW TO SUBMIT PROOF OF COMPLIANCE WITH FEDERAL SINGLE AUDIT REQUIREMENTS

1. After visiting <u>https://facdissem.census.gov/Main.aspx</u>, select the "Search for Single Audits" tab then click the link, as shown below.

In	mage Management System	
nstruction Manual F	Federal Program Contacts FAC Home Page FAQs	
	Main Menu	
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e Image Management Syste	tem (IMS) is a web-based query system for users to query and download single audit reports.	
	tem (IMS) is a web-based query system for users to query and download single audit reports.	

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

Fiscal Year (Required)	FAC Release Date (MM/DD/YYYY)
All Years	
2022	From To
2021	
2020	•
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Fiscal Period End Date (MM/DD/YYYY)	Audit Type
	Single Audit
From To	Program-Specific Audit
	Alternative Compliance Examination Engagement
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3. After reading the acknowledgement, select the checkbox "I acknowledge that I have read and understand the above statements". Select "Continue to Search Results".



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

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NJ 08/30/2020 08/27/2021 08/24/2021 18166720201 Form

Audit

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



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STATE OF NEW JERSEY