



NORTH CENTRAL WORKFORCE BOARD

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**MassHire North Central Workforce Board
Request for Proposal (RFP) For Auditing Services
Proposals Due May 13th, 4:00 pm**

Full proposal release April 1, 2022 @

www.masshirenorthcentralwb.com

For email request contact: Jeff Roberge-Executive Director

jroberge@masshirenorthcentralwb.com

MHNCWB is interested in contracting for the following services:

- A. *Financial Statement audit and audit in accordance with the Uniform Guidance Single Audits:*
Period covered: July 1, 2021 through June 30, 2022 and four subsequent fiscal years.

Scope: The audit is to be conducted in accordance with generally accepted government auditing standards and the requirements as set forth in the U.S. Code of Federal Regulations, Title 2, Part 200 *Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards* (commonly known as *Uniform Guidance* and which supersedes OMB Circular A-133 and other OMB circular and guidance documents).

The financial statements will be prepared in accordance with generally accepted accounting principles and are to include all required auditors' reports and financial statements, such as Independent Auditor's Report, Statement of Financial Position, Statement of Activities, Statement of Cash Flows, Statement of Functional Expenses, and notes to the financial statements for all financial activities occurring during the year ending June 30, 2022. The report will also include supplemental information such as:

- Statement of Activities by Program
- Schedule of Program and Administrative Expenses by Program
- Schedule of Purchased Services by Program
- Schedule of Expenditures of Federal Awards
- Notes to the Schedule of Expenditures of Federal Awards
- Report on Internal Control over financial reporting and on compliance and other matters based on an audit of financial statements performed in accordance with Government Auditing Standards
- Independent Auditor's Report on Compliance for Each Major Program and on Internal Control Over Compliance in Accordance with the Uniform Guidance
- Schedule of Findings and Questioned Costs
- Summary Schedule of Prior Audit Findings, if applicable
- Preparation and electronic submission of SF-SAC data collection form for reporting on audits of states, local governments, and nonprofit organizations.

- B. **Other Reports Required:**

Period covered: July 1, 2021 through June 30, 2022.

- Preparation of the Internal Revenue Service form 990
- Preparation of Massachusetts Public Charity Form PC