

Instructions for Downloading Single Audit Data Collection Form Information from the Federal Audit Clearinghouse

1. Go to <https://harvester.census.gov/sac>
2. On the homepage, click the “Find Audit Information” link on top menu or pictorial quick link at very bottom of page.

Home | **Submit an Audit** | Find Audit Information | FAQs | Resources | Ask a Question

Federal Audit Clearinghouse

Today is Friday, June 05, 2015

Overview

The Federal Audit Clearinghouse (FAC) operates on behalf of the [Office of Management and Budget \(OMB\)](#). Its primary purposes are to:

- Distribute single audit reporting packages to federal agencies.
- Support OMB oversight and assessment of federal award audit requirements.
- Maintain a public database of completed audits.
- Help auditors and auditees minimize the reporting burden of complying with Circular A-133 audit requirements.

Quick Links

- [FAQs](#)
- [Resources](#)
- [FOIA Information](#)
- [Privacy Policy](#)

Important Announcements

What's new for FY 2014 Audits?

- Beginning **January 02, 2015**, all FY 2014 (and later) audit and Form SF-SAC submissions must include a standard audit finding reference number format (2014-001 through 2014-999).
- Beginning **January 02, 2015**, all FY 2014 (and later) audit submissions must be unlocked, unencrypted and in a text-searchable PDF format. (See [Compliant PDF Instructions](#) for more details.)

[Click here to update your PDF software.](#)

New PDF Validator

To check whether your audit report will pass the new January 2, 2015 upload requirements, click **Browse** to select your file and then, click **Validate** to test it.

Audit Report: No file chosen

*** The PDF Validator will NOT retain or store any audit information.**

3. On the “Search Options for Single Audit Data” page, click “Download the Complete Single Audit Database” at the bottom of the page

FEDERAL AUDIT CLEARINGHOUSE

SEARCH OPTIONS FOR SINGLE AUDIT DATA

Instructions for Accessing Single Audit Data (PDF)

Type of Entity Search Instructions

View Single Audit field definitions list

Frequently Asked Questions

Quick FAC Links +

FAC Resources

Contacts

FAC Privacy Policy

Important Notice

If you are experiencing problems accessing one of the Federal Audit Clearinghouse websites, please try using an alternative browser such as **Firefox** or **Google Chrome**.

Search for 2013-2014 Reports

[1 2013-2014 Entity Search](#)

Search for Status of Submissions for 1997 – 2012 Reports (Complete & Incomplete Records)

[2 Entity Search](#)

[3 Advanced Entity Search](#)

Search for Complete 1997-2012 Reports

- Search by Entity Information

[4 Entity Search](#)

[5 Advanced Entity Search](#)

- Search by Federal Program Information

[6 CFDA Search](#)

[7 Advanced CFDA Search](#)

Specialized Reports

- [Statewide Reports \(1997-2012\)/Cognizant Agency Reports \(2008-2014\)](#)
- [View a Summary of Single Audits for 1997-2012](#)
- [ARRA for 1997-2012 Reports](#)

Download Single Audit Data

- [Download the Complete Single Audit Database](#)
- [Download all Auditees with Incomplete Audits](#)

Click Here

4. On the “Single Audit Data File Download” page, there are several options. First section is all filings in the system since 1997 year ends. The next sections are by individual years ending in 2014 and 2013.
 - a. If you only want general information about all auditors click and download [year]cpas.zip file. This option can be used as a quick determination to see if the auditor had any the Data Collection Form filings for that year.
 - b. If you want the full dataset of all of the data collection forms, click and download [year]allfac.zip file.

Single Audit Data File Download

● For each Fiscal Year, there are three to seven files that comprise the complete Single Audit dataset.
● To download these files individually, double click on the underlined file names listed below:

Submissions with fiscal years 1997-2014

<u>1</u>	general.zip :	Contains the general information of each audit report
<u>2</u>	agency.zip :	Contains reporting agencies information of each audit report
<u>3</u>	cfda.zip :	Contains CFDA information of each audit report
<u>4</u>	eins.zip :	Contains EIN information of each audit report
<u>5</u>	duns.zip :	Contains DUNS information of each audit report
<u>6</u>	cpas.zip :	Contains CPAS information of each audit report
<u>7</u>	findings.zip :	Contains finding information of each audit report

● Or, you may download 1 file containing all 7 files...
[allfac.zip](#) Contains all seven files that comprise the complete single audit dataset for fiscal years 1997-2014

Submissions with fiscal years ending in 2014

<u>1</u>	2014general.zip :	Contains the general information of each audit report
<u>2</u>	2014agency.zip :	Contains reporting agencies information of each audit report
<u>3</u>	2014cfda.zip :	Contains CFDA information of each audit report
<u>4</u>	2014eins.zip :	Contains EIN information of each audit report
<u>5</u>	2014duns.zip :	Contains DUNS information of each audit report
<u>6</u>	2014cpas.zip :	Contains CPAS information of each audit report
<u>7</u>	2014findings.zip :	Contains finding information of each audit report

● Or, you may download 1 file containing all 7 files...
[2014allfac.zip](#) Contains all seven files that comprise the complete single audit dataset for fiscal years 2014

Submissions with fiscal years ending in 2013

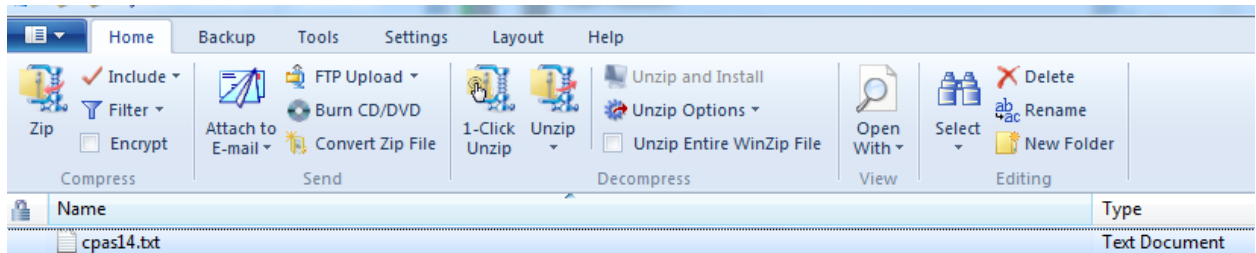
4a. Click Here



4b. Click Here



5. The zip files contain text files.



Save the text (.txt) file. Then open the txt file from Microsoft Excel (open all file types). Following the prompts for importing using Delimited data file type with “,” as the separator or delimiter. Text qualifier is “{none}”. Column data format is “General.”

6. After converting from text file to excel file, save the excel file as file type “.xls”, and then file can then be manipulated to provide the needed information.