



PRIVATE SCHOOL CHOICE PROGRAMS & SPECIAL NEEDS SCHOLARSHIP PROGRAM INFORMATIONAL BULLETIN

Bulletin 8-01

Revised September 2022

Financial Audit and PSCP/SNSP Reserve Balance

This bulletin provides information on the requirements related to the Private School Choice Programs (PSCP) and Special Needs Scholarship Program (SNSP) financial audit as required under §§§ 115.7915 (6) (e), 118.60 (7) (am), and 119.23 (7) (am), Wis. Stats., and Wisconsin Administrative Codes PI 35, PI 48, and PI 49.

This bulletin also provides information on the requirements related to the PSCP and SNSP reserve balances. See the PSCP Eligible Education Expenses Bulletin and the PSCP Reserve Balance Schedule at <https://dpi.wi.gov/parental-education-options/choice-programs/bulletins> and the SNSP Eligible Education Expenses Bulletin and the SNSP Reserve Balance Schedule at <https://dpi.wi.gov/parental-education-options/special-needs-scholarship/bulletins> for additional information on eligible education expenses. Training 5 on the [Choice On Demand Training webpage](#) explains the financial audit requirements.

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Financial Audit Overview

Each private school that participates in the PSCP and/or SNSP must hire an independent certified public accountant (auditor) to complete an annual financial audit. The school must submit the financial audit to the Department of Public Instruction (DPI) by October 15th. The school has the option to submit a modified financial audit if the total revenue received from the Choice program and SNSP was \$100,000 or less in the year being audited and in each previous school year. The differences between the modified financial audit and the standard financial audit are:

1. The modified financial audit only requires a one year statement of financial position and the related notes required by generally accepted accounting principles (GAAP). The audit opinion in the modified financial audit only includes an opinion on this financial statement.
2. The modified financial audit may include post retirement benefits based on the actual cost of the benefits in that year.
3. The reserve balance schedule for the standard financial audit calculates eligible education expenses as the expenses in the statement of activities less the ineligible expenses. The reserve balance schedule for the modified financial audit includes the eligible education expenses by category and identifies what expenses of the legal entity of the school have been excluded from eligible education expenses.

The information in this bulletin applies to both the standard financial audit and modified financial audit unless the bulletin indicates the information only applies to one type of financial audit.

The financial audit must meet the following requirements:

1. Be prepared in accordance with GAAP except as explained in 3.
2. Contain an auditor’s statement that the report is free of material misstatements and fairly presents the private school’s eligible education expenses.
3. Contain an unmodified audit opinion except for:
 - a. A modification for fixed assets purchased prior to the school’s participation in the program not being included in the financial audit if the school decided to not include certain assets. See the Fixed Assets section below for more information.
 - b. A modified financial audit may include a modification to the audit opinion due to including post retirement benefits based on the actual cost of the benefits in that year. If this option is used, the audit opinion must be qualified.
 - c. A modification specifically approved by the DPI prior to submission of the financial audit.
4. Include the required supplemental schedule. If the school participates in both the PSCP and the SNSP, the financial audit must include a supplemental schedule for each program. The reserve

balance schedule used for the modified and standard financial audit differ, because the modified financial audit does not include a statement of activities. See below for additional information on this schedule.

5. Include the following financial statements and any footnotes required by GAAP.

Required Financial Statements

All school years identified in the chart must be audited.

	Modified Financial Audit	Standard Financial Audit
Statement of Financial Position	1 year	2 year comparative
Statement of Activities	Not Required	2 year comparative *
Statement of Cash Flows	Not Required	2 year comparative *

*If it is the first year a school completes a standard financial audit for the PSCP or SNSP, the school may choose to only include the current school year in the statement of activities and statement of cash flows. If the school completed a standard financial audit for the PSCP or SNSP in the previous year, all of the statements must be 2 year comparative audited financial statements.

If a school is part of a larger organization, the financial audit may be prepared at the consolidated organizational level as permitted by GAAP or at the school only level. If the financial audit is prepared at the school only level it must include all activity and balances of the school, including allocating any shared assets, liabilities, revenue, and expenses between the organization and the school. The school must track the school’s cash balance throughout the year and reflect that balance in the statement of financial position. If the financial audit is not prepared at the legal entity level, the financial audit must specify that the audit is at the school level in the audit opinion and disclose it in the footnotes. See the Frequently Asked Questions for example audit opinion language and footnote disclosures for this situation.

Fixed Assets

Overview

In order to include the depreciation expense for fixed assets as an eligible education expense, the school must have already paid for the fixed asset or be paying for it in a future school year. As a result, any contributed fixed assets are not eligible education expenses. The school must have support for the original purchase price and be able to provide evidence that the school paid for the fixed asset purchase in order for the depreciation expense to be PSCP/SNSP eligible.

First Year Financial Audit

In the first year a school completes a GAAP financial audit for the PSCP or SNSP, the school must decide what, if any, existing fixed assets owned as of the beginning of the fiscal year will be included in the financial audit (“existing fixed assets”). The school may choose to include all, some, or no existing fixed assets owned as of the beginning of the fiscal year as long as the ones that are included meet GAAP including the following requirements:

1. The original purchase must have met the school’s capitalization policy. For more information on the capitalization policy requirements, see the PSCP Eligible Education Expenses Bulletin and the SNSP Eligible Education Expenses Bulletin.
2. The school will need to determine and support the beginning fiscal year book value. This is calculated as the original purchase price less any accumulated depreciation. Accumulated depreciation is the total depreciation that has been taken for an asset.

Fixed Assets Excluded from Financial Audit

If all of the existing fixed assets that meet the capitalization threshold for the school based on the current capitalization policy are **not** included in the financial audit, there must be a qualification in the financial audit. The qualification paragraph should indicate the effects of not including the balances. An example of this qualification is included in the Frequently Asked Questions.

Schools are required to capitalize fixed assets in accordance with its capitalization policy once they are participating in the PSCP/SNSP. As a result, fixed assets purchased when the school is in the PSCP/SNSP cannot be excluded from the financial audit unless the DPI approves the modification to the audit opinion in advance of the financial audit being provided.

Fixed Assets Included in Financial Audit that do not meet PSCP/SNSP Requirement

If the school includes fixed assets in the Statement of Financial Position that do not meet the PSCP/SNSP requirements, the following must be completed:

1. The depreciation expense for the fixed assets must be excluded from the eligible education expenses in the Reserve Balance Schedules. The standard Reserve Balance Schedule must include the depreciation expense for these assets on the "Ineligible Depreciation Expenses" line for PSCP and SNSP. The modified financial audit must exclude the depreciation for these fixed assets from the eligible education expenses section.
2. The school must include a note in the financial statements that includes the fixed asset amount, accumulated depreciation, and current year depreciation expense for the fixed assets that do not meet the PSCP/SNSP requirements. See the Frequently Asked Questions for an example note that may be included in this situation.

Supplemental Schedule and PSCP/SNSP Reserve Balance

Overview

A supplemental schedule, which is titled the "Private School Choice Programs (PSCP) Reserve Balance Schedule," for the PSCP and/or "Special Needs Scholarship Program (SNSP) Reserve Balance Schedule" for the SNSP is required to be completed and submitted with each annual financial audit. The supplemental schedule calculates the PSCP/SNSP reserve balance by comparing the revenue received from the respective program to the net eligible education expenses for pupils participating in the respective program. The components of this calculation are explained below.

The type of supplemental schedule included in the financial audit is dependent on which financial audit the school completes. If the school completes a standard financial audit, the eligible education expenses are calculated as the expenses in the statement of activities less the expenses that are not eligible. If the school completes a modified financial audit, only the expenses that are eligible education expenses are included in the supplemental schedule. The expenses of the legal entity of the school that have been excluded from eligible education expenses are identified at the bottom of the modified financial audit reserve balance schedule. For more information on the eligible education expenses, including the expenses that are not eligible and how primarily SNSP expenses and eligible education expenses in the Statement of Actual Cost impact the calculation, see the PSCP Eligible Education Expenses Bulletin and the SNSP Eligible Education Expenses Bulletin. Additional information on offsetting revenue is provided later in this bulletin.

Net Eligible Education Expenses Primarily for SNSP Pupils

This is the calculation of the net eligible education expenses that are primarily for SNSP pupils. The net eligible education expenses primarily for SNSP pupils is calculated as the eligible education expenses

primarily for SNSP pupils less any offsetting revenue related to these expenses. See the SNSP Eligible Education Expenses Bulletin for additional information.

Net Eligible Education Expenses on SNSP Statements of Actual Cost

This is the amount included as eligible education expenses less any government assistance revenue related to these expenses in Statements of Actual Cost. See the SNSP Eligible Education Expenses Bulletin for additional information.

General Net Eligible Education Expenses for PSCP/SNSP Pupils

This is the calculation of the general net eligible education expenses for four-year-old kindergarten (K4) through 12th grade educational programming. The net eligible education expenses for *all pupils* is calculated as the eligible education expenses less any offsetting revenue. This calculation excludes costs and offsetting revenues included in the primarily SNSP or statement of actual cost eligible education expenses lines. See the SNSP Eligible Education Expenses Bulletin for information on how the amount that is excluded from the general net eligible education expenses is determined.

The net eligible education expenses for all pupils is multiplied by the average full-time equivalent (FTE) of pupils participating in the program. The average FTE is calculated as the FTE for pupils participating in the program divided by the FTE for all pupils in K4 through 12th grade at the school. The SNSP FTE excludes the FTE for any pupils that received a payment based on the Statement of Actual Cost in that school year. The following is an example of the calculation of net eligible education expenses for the Choice program.

1. The school has \$120,000 of eligible education expenses for all pupils and \$20,000 of offsetting revenues. As a result, the school has \$100,000 (\$120,000 less \$20,000) of net eligible education expenses for all pupils.
2. The all pupil FTE is 90 for the 3rd Friday in September and 110 for the 2nd Friday in January. Therefore, the average all pupil FTE is 100.
3. The Choice pupil FTE is 70 for the 3rd Friday in September and 90 for the 2nd Friday in January. Therefore, the average Choice pupil FTE is 80.
4. The net eligible education expenses for the Choice program is \$80,000. This is calculated as \$100,000 times 80% (80 Average Choice Pupil FTE /100 Average All Pupil FTE).

SNSP Reserve Balance Calculation

The SNSP reserve balance, if positive, must be maintained by the school and used for future eligible education expenses for SNSP pupils. The SNSP reserve balance is calculated as follows:

	Total current year SNSP revenue received (including summer school)
<i>Plus:</i>	Prior year SNSP reserve balance (beginning in the second year the school participates in the SNSP)
<i>Less:</i>	Net eligible education expenses for SNSP pupils
<i>Less:</i>	Net eligible education expenses primarily for SNSP pupils
<i>Less:</i>	Net eligible education expenses included in Statements of Actual Cost
= SNSP Reserve Balance	

PSCP Reserve Balance Calculation

The PSCP reserve balance, if positive, must be maintained by the school and used for future eligible education expenses for PSCP pupils. The PSCP reserve balance is calculated as follows:

	Total current year PSCP revenue received (including summer school)
<i>Plus:</i>	Prior year PSCP reserve balance (beginning in the second year the school participates in the PSCP)
<i>Less:</i>	Repayment of Prior Year PSCP Reserve Balance
<i>Less:</i>	Net eligible education expenses for PSCP pupils
= PSCP Reserve Balance	

PSCP Reserve Balance Plan

If the PSCP reserve balance is greater than 50% of the total amount of PSCP revenue received in the year being audited, the governing body of the school must approve a plan for how it will use the amount of the PSCP reserve balance that exceeds the 50% threshold. If a plan is required, the school’s independent auditor will test whether one has been approved by the governing board as part of the next Fiscal & Internal Control Practices Report. The reserve balance schedule will identify if a plan for the reserve balance is required or not.

Required Cash and Investment Balance

The school must have an audited year-end cash and investment balance(s) as reported on the statement of financial position that is at least as much as the PSCP and SNSP reserve balances combined with certain adjustments. These adjustments include decreasing the total of the reserve balances for the following.

1. Any remaining depreciation on fixed assets used by the school. This does not include remaining depreciation for leased right of use assets.
2. Any land purchases that have not yet been included as an eligible education expense. If any portion of a land purchase has been included as an eligible education expense in the current or a previous financial audit, the land purchase price is not included as an adjustment.

If the school does not have the required cash and investment balance, it will be required to repay the PSCP reserve balance to the DPI. The financial audit certification letter will indicate whether or not the school had a sufficient cash and investment balance and if the school is required to repay the reserve.

Offsetting Revenue

Overview

Offsetting revenue is revenue that decreases the eligible education expenses included in the PSCP/SNSP reserve calculation. The offsetting revenues are:

1. Government assistance revenues received for eligible education expenses except for Paycheck Protection Program (PPP) forgiven loans. For information on how to include other COVID related government assistance, see the COVID Funding Bulletin.
2. Insurance proceeds received for eligible education expenses.
3. Fundraising revenue, up to the non-administrative fundraising expenses included in eligible education expenses.

If offsetting revenue is received for an expense that is included as a primarily SNSP eligible education expense, the revenue offsets the primarily SNSP eligible education expenses. If any government assistance

is received for expenses included in the statement of actual cost, the revenue offsets the statement of actual cost eligible education expenses.

If any offsetting revenue is partially used for educational programming and partially used for non-educational programming, an allocation method must be used to determine the portion that is related to educational programming. See the eligible education expenses bulletins for additional information on methods for allocating revenues.

Government Assistance

The full amount of government assistance revenues received for educational programming are included as offsetting, even if the expenses that the revenues are used for are less than the amount received. This is because government assistance generally requires that the amount received be expended on eligible education expenses, even if it isn't in the same school year that the government assistance is included as revenue. The only exception is that forgiven PPP loans are not included as offsetting government assistance revenue in the reserve balance schedule. For information on how to include other COVID related government assistance, see the COVID Funding Bulletin.

Insurance Proceeds

The full amount of insurance proceeds received for educational programming are included as offsetting revenue in the year it is determined that the school will receive the insurance proceeds and the amount to be received can be determined.

Fundraising Revenue

The amount of fundraising revenue that is offsetting is the lesser of the fundraising revenue received or the amount of non-administrative fundraising expenses included in eligible education expenses. Administrative expenses (those expenses that are NOT included in the offsetting revenue determination) include expenses for school personnel, copying, mailing, or fixed assets used for other school purposes.

For example, during the school year the school has the following fundraising costs and revenues:

1. The school participates in the SCRIP program and receives \$5,000 for gift cards that cost the school \$4,000.
2. The school holds a benefit dinner in the school gym. The administrative staff of the school send out various mailings and make copies of the program. The allocated cost for the school gym, administrative staff time, mailings and copying is \$500. The cost for the food for the benefit dinner is \$2,000. The benefit raises \$5,000. Since the school gym is a fixed asset that is being used for other school purposes, its cost is not included in the determination of offsetting revenue. Administrative staff time, mailings, and copy costs are also considered administrative expenses.
3. The school sells candy bars that cost the school \$500 to purchase. The school sells them for \$750.
4. The school sends out mailings requesting donations to pay down the school building mortgage. The cost of the mailings is \$250. This event raises \$25,000.

The following table summarizes the fundraising revenue, non-administrative expenses for fundraising, and administrative expenses for fundraising from the example above:

	Fundraising Revenue	Non-Administrative Expenses for Fundraising	Administrative Expenses for Fundraising
Scrip Program	\$5,000	\$4,000	0
Benefit Dinner	\$5,000	\$2,000	\$500
Candy Bar Sale	\$750	\$500	\$0
Building Mortgage Drive	\$25,000	\$0	\$250
Total	\$35,750	\$6,500	\$750

The amount that is offsetting is the lesser of the fundraising revenue of \$35,750 or the non-administrative expenses for fundraising of \$6,500. Therefore, the offsetting revenue for this school would be \$6,500.

Audit Opinion

Overview

The audit opinion must be based on the requirements in the Statement on Auditing Standards at <https://www.aicpa.org/research/standards/auditattest/clarifiedsas.html>. The audit opinion for the standard financial audit and modified financial audit must include the Report on Other Legal and Regulatory Requirements paragraph(s) in Exhibit A. If a school is participating in both the SNSP and the Choice program, both paragraphs in Appendix A must be included in the financial audit opinion. The audit opinion must also include any required qualifications or modifications.

Standard Financial Audit 2 Year Comparative Statements

The audit opinion for a standard financial audit for a continuing PSCP or SNSP school should be based on Illustration 1 in the Statement on Auditing Standards AU-C §700.A81 if there are no key audit matters that need to be communicated except the financial statements referenced would be the not for profit financial statements in the [“Required Financial Statements” chart](#) above. If there are key audit matters that need to be communicated, it should be based on Illustration 2.

Standard Financial Audit First Year Audit Option

If the comparative year is not included for the statement of activities or statement of cash flows because it is the first year the school completes its GAAP financial audit for the PSCP or SNSP, the language in Illustration 1 or 2 in Statement on Auditing Standards AU-C §700.A81 would be modified to only identify the year that is included in the financial audit for those statements. The following is example language that could be used for the opinion paragraph in this situation.

We have audited the accompanying financial statements of (school), which comprise the statements of financial position as of June 30 20x1 and 20x0, and the related statement of activities and cash flows for the fiscal year ended June 30, 20x1, and the related notes to the financial statements.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of (school) as of June 30, 20x1 and 20x0, and the changes in its net assets and its cash flows for the year ended June 30, 20x1, in accordance with accounting principles generally accepted in the United States of America.

Modified Financial Audit

The audit opinion for a modified financial audit should be similar to Illustration 1 in the Statement on Auditing Standards AU-C §805.A34, except it should reference the statement of financial position instead of the balance sheet.

Management Letter

As part of the financial audit, the auditor may also prepare a management letter. A management letter includes the following:

- Any letter issued under AICPA Statement on Auditing Standards 114;
- Any letter issued under AICPA Statement on Auditing Standards 115; or
- Any other letter to management communicating significant deficiencies or material weaknesses in the internal controls.

With the exception of the first year the school participates in either the PSCP or SNSP, the school must submit the management letter to the DPI with the financial audit if the auditor issues one. If the school participates in the PSCP, the auditor will determine the status of addressing these items as part of the next Fiscal & Internal Control Practices Report.

Final Financial Audit

If a school ceases to participate or is barred from participating in the PSCP and/or SNSP, the school must still submit a financial audit for the final school year. If a school fails to submit the financial audit, the school's net eligible education expenses for the year shall be determined to be zero for purposes of determining the school's PSCP and/or SNSP reserve balance. If the school has a positive PSCP and/or SNSP reserve balance, the school must refund that balance to the DPI.

Frequently Asked Questions**Required Financial Statements****1. *What are 2 year comparative financial statements?***

Financial statements that are 2 year comparative financial statements include the financial information on the current school year as well as the previous school year. For example, financial statements for the school year ending June 30, 2023, would include the June 30, 2022 and June 30, 2023 school year.

2. *What is a statement of financial position?*

A complete set of not-for-profit financial statements includes a statement of financial position. The statement of financial position includes the assets and liabilities of the school as of a certain date. This statement is similar to the balance sheet required in for-profit financial statements.

3. *What is a statement of activities?*

A complete set of not-for-profit financial statements includes a statement of activities. The statement of activities includes the revenues and expenses of the school for a particular time period. This statement is similar to the income statement required in for-profit financial statements.

4. What is a statement of cash flows?

A complete set of not-for-profit financial statements includes a statement of cash flows. The statement of cash flows shows how the cash was obtained and used during the year.

5. If the school is part of a larger legal entity and the financial statements only include the school's information, how should the financial audit reflect that the financial statements are not prepared at the legal entity level?

The audit opinion and footnotes must indicate that the financial statements are only for a portion of the organization. This can be completed two ways. The example wording is for the standard financial audit. The language must be changed for the modified financial audit since there is only one financial statement, the Statement of Financial Position.

	Option 1	Option 2
Audit Opinion	Adjust the introductory paragraph as follows: "We have audited the accompanying financial statements of ABC School of ABC Operating Organization ("School")"	Include a matter of emphasis paragraph such as the following: Emphasis of Matter – Incomplete Presentation We draw attention to Note A, which describes that the financial statements were prepared for the School for the purposes of complying with the requirements of the Wisconsin Department of Public Instruction and are not intended to be a complete presentation of the assets, liabilities, net assets, revenue and expenses for the School. Our opinion is not modified with respect to this matter.
Footnotes	Adjust the first footnote to include the following: "ABC School of ABC Operating Organization ("School")" is organized as a..."	Note A includes the following: ABC School (the "School") is organized as a 501(c)(3) not for profit entity. The School's operating organization is ABC Church. These financial statements present only the financial position, changes in net assets, cash flows, and related disclosures of the School and do not present and are not intended to present the financial position, changes in net assets, cash flows and related disclosures of ABC Church.

6. If a school meets the threshold to provide a modified financial audit, is it required to provide it or can it choose to provide a standard financial audit?

Any school may choose to complete a standard financial audit. There is no requirement to complete a modified financial audit if the school meets the threshold to provide a modified financial audit.

7. *If the school is participating in the PSCP and SNSP, can the Report on Other Legal and Regulatory Requirements paragraphs be combined?*

If the school is participating in both programs, the Report on Other Legal and Regulatory Requirements paragraphs should be included separately for each program.

8. *If the audit opinion indicates the prior year was audited by another auditor, is that sufficient to meet the Choice/SNSP requirement that both years are audited?*

Auditors should contact the DPI in advance of the audit due date when they would like to rely on the prior auditors' audit opinion. This email should include the following:

- a. School Name.
- b. Identification of any misstatements identified in the prior year financial statements that includes a description of the error, the account balance, and the dollar amount of the adjustment. If there were no misstatements identified, the email should indicate that.

When DPI receives the above email, DPI will review it to determine if a reference to the prior year audit opinion is sufficient.

9. *Do schools need to complete a single audit for Private School Choice Programs or Special Needs Scholarship Program payments?*

No. PSCP and SNSP revenues are not considered revenue that would need to be included in a single audit because the payments are considered tuition payments made to the school on behalf of the parents. As a result, it is not direct funding for the private school. This is specified in the PSCP and SNSP statutes where it indicates the payments are made "on behalf of a child with a disability" or "on behalf of a child's parent or guardian". Wis. Stats. 115.7915 (4c), (4m), and (4p), 118.60 (4) and (4m), and 119.23 (4) and (4m). Since the payments are considered tuition payments made to the school on behalf of the parents, they also do not need to be included in the Schedule of Expenditures of Federal and State Awards (SEFA).

Fixed Assets

10. *What is example language for qualifying the opinion because all of the fixed assets are not included in the financial statements?*

The "Opinion" section of the audit opinion should read "Qualified Opinion". An example basis for a qualified opinion paragraph is as follows. The year referenced below should be the beginning of the school year the school began participating in the SNSP or Choice program.

Basis for Qualified Opinion

Accounting principles generally accepted in the United States of America require that capitalizable property and equipment be reported in the statements of financial position and depreciated over their estimated useful lives. Certain property and equipment the school owned prior to July 1, 20x0 have not been reported in the financial statements. The effects of excluding the property and equipment have not been determined.

11. Does the school need to obtain advanced approval from the DPI if all of the fixed assets the school owns when it first begins participating in the PSCP or SNSP are NOT included in the financial audit?

No, approval for this modification is not required.

12. What note should be included in the financial audit if the financial audit includes fixed assets that do not meet the requirements to be included as Choice or SNSP eligible education expenses?

The financial audit notes should include a note disclosure that includes the fixed asset amount, accumulated depreciation, and current year depreciation expense for the fixed assets that do not meet the PSCP/SNSP requirements. An example note is the following:

The School’s property and equipment in the Statement of Financial Position included property that did not meet the requirements of Wis. Admin. Codes PI 35, 48, and 49 because the school was not able to provide support that the school expended cash for the property and equipment, including contributed property and equipment. The property and equipment that did not meet this requirement is summarized below:

	20xx
Total property and equipment	\$
Less: Accumulated Depreciation	
Net Book Value	\$

Depreciation expense for this property and equipment for the year ended June 30, 20xx is \$.

PSCP Reserve Balance Schedule

13. How is the amount of government assistance received from the DPI determined?

Auditors and schools should use the Aids Register to determine the amount of government assistance received from the DPI. The Choice and SNSP financial audit webpages include information on how to use the Aids Register to determine the correct offsetting government assistance revenue. Please note the Aids Register does not reflect funds received for Emergency Assistance for Non-Public Schools (EANS). Information on EANS is available at <https://dpi.wi.gov/crrsaa/eans>.

14. What is considered fundraising revenue?

Fundraising revenue is any amounts that are received as the result of fundraising. This would NOT include church offerings or subsidies from a related church or school. It would include pledges and contributions that are received as a result of fundraising drives.

15. Does the school need to maintain the required cash and investment balance in a separate account?

No. Since the cash and investment balance must be used on educational programming for the school, which is a significant portion of the school’s expenses, the required cash and investment balance does not need to be maintained in a separate general ledger or bank account.

16. If a school would like to use its reserve balance for a specific project, can the full expense for the project be included in the PSCP/SNSP net eligible education expenses, even if all of the students in the school are not participating in the respective program?

No. Except for expenses that are primarily for SNSP pupils or special education expenses included in a SNSP Statement of Actual Cost, all eligible education expenses must be multiplied by the percent of the school participating in the program to determine what can be included in PSCP/SNSP net eligible education expenses.

17. What are the required financial statements for a school that completed the modified financial audit in the previous year and is completing a standard financial audit in the current year?

The Statement of Financial Position must be a 2 year comparative financial statement. The option to only include one year of the Statement of Activities and Statement of Cash Flows applies the first year a school completes a standard financial audit, whether it is the school's first year in the program or they are changing from the modified to the standard financial audit.

However, if the school is a new school and selected the surety bond option, it would be required to have a 2 year comparative financial audit for all of the financial statements if it is completing the financial audit to remove the surety bond requirement. Additional information on the requirements to remove the surety bond is available in Training 3-5 at <https://dpi.wi.gov/parental-education-options/choice-programs/on-demand-training>.

Appendix A: Audit Opinion Language

Participants in the PSCP must include the first paragraph in the Independent Auditor's Report of the financial audit provided for the PSCP. Participants in the SNSP must include the second paragraph in the Independent Auditor's Report of the financial audit provided for the SNSP. If a school is participating in both the PSCP and the SNSP, both paragraphs must be included.

Private School Choice Programs Paragraph

Report on Other Legal and Regulatory Requirements

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The Private School Choice Programs ("PSCP") Reserve Balance Schedule, as required by the Wisconsin Department of Public Instruction, is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In addition, the balances have been subjected to auditing procedures required by Wis. Stats. 118.60 and 119.23 and Wis. Admin. Codes PI 35 and PI 48. In our opinion, the PSCP Reserve Balance schedule is free of material misstatements and fairly presents the private school's eligible education expenses as required under Wis. Stats. 118.60 and 119.23 and Wis. Admin. Codes PI 35 and PI 48.

Special Needs Scholarship Program Paragraph***Report on Other Legal and Regulatory Requirements***

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The Special Needs Scholarship Program (“SNSP”) Reserve Balance Schedule, as required by the Wisconsin Department of Public Instruction, is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In addition, the balances have been subjected to auditing procedures required by Wis. Stats. 115.7915 and Wis. Admin. Code PI 49. In our opinion, the SNSP Reserve Balance schedule is free of material misstatements and fairly presents the private school’s eligible education expenses as required under Wis. Stats. 115.7915 and Wis. Admin. Code PI 49.