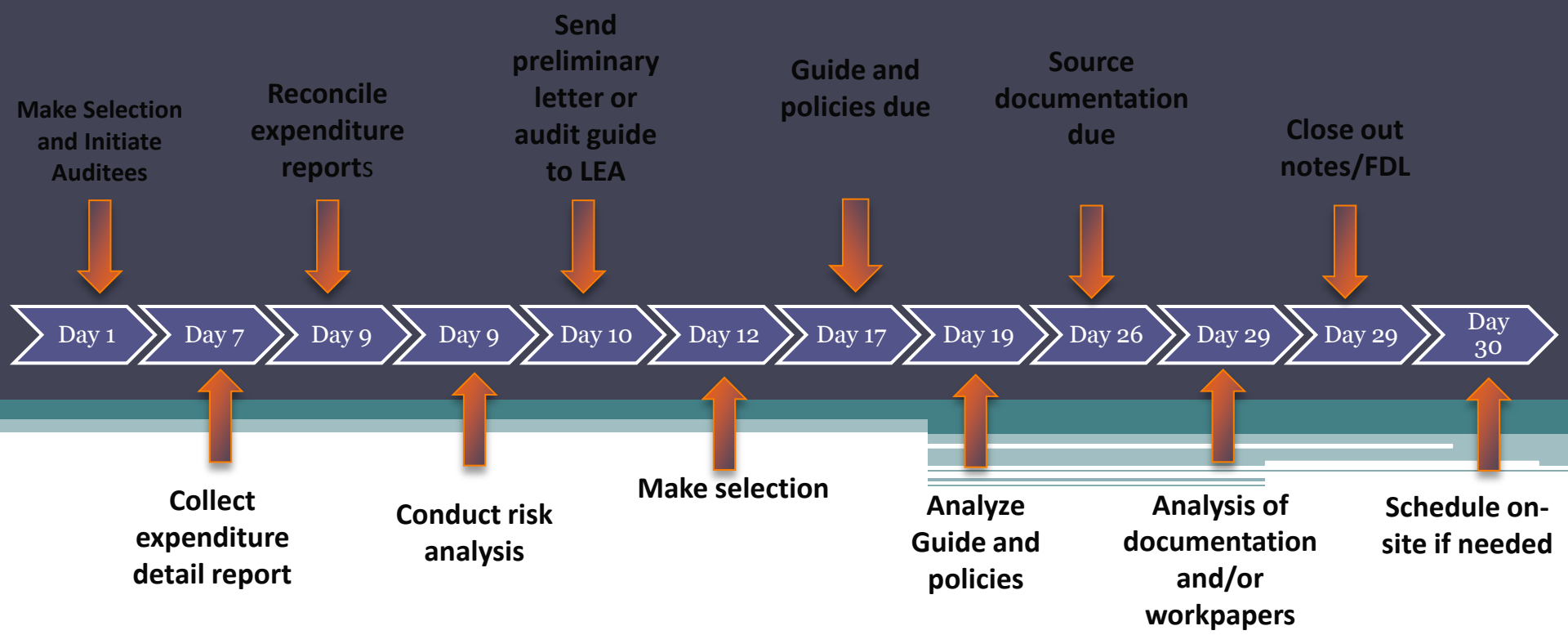
Make Selection and Initiate Auditees
Reconcile expenditure reports
Send preliminary letter or audit guide to LEA
Guide and policies due
Source documentation due
Close out notes/FDL
Day 1
Day 7
Day 9
Day 9
Day 10
Day 12
Day 17
Day 19
Day 26
Day 29
Day 29
Day 30
Collect expenditure detail report
Conduct risk analysis
Make selection
Analyze Guide and policies
Analysis of documentation and/or workpapers
Schedule on-site if needed