

# **Summary of Significant Changes to the CFC Audit Guide (2008)**

## Overall Summary of Changes

In the 2008 CFC Audit Guide, one step was removed from the LFCC Procedures for Monitoring PCFO Compliance in Chapter II. Two new required schedules were added to the schedules the IPA must attach to the Agreed-Upon Procedures Report. One of these schedules is in support of a step that has been included in the CFC Audit Guide since inception. The other schedule is to support a new step that was added to verify campaigns have implemented procedures for follow-up on un-cashed checks.

## Significant Change Descriptions

1. Ch. II - LFCC PROCEDURES FOR MONITORING PCFO COMPLIANCE – Campaign Brochure review steps. The Office of Combined Federal Campaign Operations performed a review of all local charity lists from the 2007 campaign. These steps were removed from the Guide since it would be a duplication of work.
2. Ch. III - IPA AGREED UPON PROCEDURES – Two new required schedules were added to the schedules that must be attached to the Agreed-Upon Procedures Report – a) Schedule of Budget vs. Actual Expenses and b) Outstanding Check List.
3. Ch. III – IPA AGREED UPON PROCEDURES – Receipt and Disbursement of Funds, Step 9 – Added to verify that campaigns have implemented procedures for follow-up on un-cashed checks as required by CFC Memorandum 2006-5.