### 2013 HUD MULTIFAMILY HOUSING OVERVIEW FOR KNOWLEDGE COACH USERS

#### **PURPOSE**

This document is published for the purpose of communicating, to users of the toolset, updates and enhancements included in the current version. This document is not, and should not be used as an audit program to update the audit documentation of an engagement started in a previous version of this product

### WORKPAPER UPDATES AND ROLL FORWARD NOTES

### **General Roll Forward Note:**

You must be the current editor of all Knowledge Coach workpapers to update to the latest content, and you must be the current editor upon opening the updated workpaper for the first time to ensure you see the updated workpaper.

The 2013 Knowledge-Based Audits<sup>™</sup> of Housing and Urban Development Programs has been updated to help auditors conduct audit engagements in accordance with the clarified and redrafted auditing standards resulting from the ASB's Clarity Project and related guidance, and is current through SAS-127, Omnibus Statement on Auditing Standards—2013. Many new tips and examples have been incorporated. The 2013 tools include links to specific guidance that provides instant access to detailed analysis related to the steps and processes discussed in the workpapers. Also included are revised financial statement disclosures checklists that provide a centralized resource of the required and recommended U. S. GAAP disclosures and key presentation items currently in effect, using the style referencing under the FASB Accounting Standards Codification<sup>™</sup>.

The 2013 edition of Knowledge-Based Audits of Housing and Urban Development Programs includes the following updates:

#### **Knowledge-Based Audit Documents (KBAs)**

- Documents have been updated throughout to include new practice points and examples, and to adopt the new terminology used in the clarified standards.
- Documents have been modified to incorporate changes made to Chapters 1 and 2 of the HUD Audit Guide released through May 2013.

Type of Change	Description of Change	Location	Best Practice or Based on Standard	Standard Reference	Roll Forward and Update Content Considerations
	1 Worksheet for Determination of Materiality, Performance Amounts	e Materiality,	and Thresho	lds for	
Modify	Title of workpaper has been changed to Worksheet for Determination of Materiality, Performance Materiality, and Thresholds for Trivial Amounts.  Workpaper has been streamlined specifically to perform the various materiality and related calculations.	Title; Table - other than procedures	Best Practice	N/A	
Modify	Purpose statement modified:  This form has been designed to help the auditor determine and document materiality for the financial statements as a whole (materiality), performance materiality, the thresholds for trivial amounts, and component materiality and component performance materiality when the provisions of	Table - other than procedures	Best Practice	N/A	

Modify Instructions modified: The auditor should use the "Materiality Calculations" tab of this workpaper only when determining materiality levels for audits that do not include a "component" or "significant component" as defined in AU-C Section 600, and use both the "Materiality Calculations" tab and the "Component Materiality" tab when the provisions of AU-C Section 600 are applicable. In both scenarios, the auditor should complete the following	Type of Change	Description of Change  AU-C Section 600, Special Considerations—Audits of Group Financial Statements (Including the Work of Component Auditors), apply.	Location	Best Practice or Based on Standard	Standard Reference	Roll Forward and Update Content Considerations
steps in determining materiality levels for the audit:  1. Determination of an appropriate benchmark.  2. Determination of materiality.  3. Determination of performance materiality.  4. Determination of the threshold for "trivial" amounts.  5. Considerations as the audit progresses.	Modify	"Materiality Calculations" tab of this workpaper only when determining materiality levels for audits that do not include a "component" or "significant component" as defined in AU-C Section 600, and use both the "Materiality Calculations" tab and the "Component Materiality" tab when the provisions of AU-C Section 600 are applicable. In both scenarios, the auditor should complete the following steps in determining materiality levels for the audit:  1. Determination of an appropriate benchmark.  2. Determination of materiality.  3. Determination of performance materiality.  4. Determination of the threshold for "trivial" amounts.	Instructions		N/A	
Modify Added a new "Component Materiality Worksheet" tab	Modify	Added a new "Component Materiality Worksheet" tab	new tab		N/A	
Modify Materiality Calculations tab - Modified: Step 3, Determination of Performance Materiality, item 8, modified: The following is our determination of performance materiality for the financial statements as a whole, and when applicable, individual account balances, classes of transactions, or disclosures and the basis for that determination. Table: added new column & column heading: Item (Financial Statements as a Whole, Account Balance, Class of Transactions, or Disclosure)  New Practice Point: Practice Point: Common practice is to determine performance materiality as a percentage from within 50% to 75% of materiality. This is only a rule of thumb and is not a substitute for auditor judgment based on the unique	Modify	Step 3, Determination of Performance Materiality, item 8, modified:  The following is our determination of performance materiality for the financial statements as a whole, and when applicable, individual account balances, classes of transactions, or disclosures and the basis for that determination.  Table: added new column & column heading: Item (Financial Statements as a Whole, Account Balance, Class of Transactions, or Disclosure)  New Practice Point:  Practice Point: Common practice is to determine performance materiality as a percentage from within 50% to 75% of materiality. This is only a rule of thumb and is not a substitute for auditor judgment based on the unique	other than procedures;		N/A	
circumstances of the audit engagement.	Modify		table -	Best	N/A	

Type of Change	Description of Change  for Sampling Applications; Steps 5 and 6 renumbered as Steps 4 and 5; Step 4 Practice Point modified: Practice Point: Common practice is to determine the trivial amount threshold as a percentage from within 1% to 5% of performance materiality for the financial statements as a whole. These are only rules of thumb and are not a substitute for auditor judgment based on the unique circumstances of the audit engagement. The actual trivial amount used is a matter of professional judgment.	Location other than procedures	Best Practice or Based on Standard Practice	Standard Reference	Roll Forward and Update Content Considerations
Modify	Under Step 6, item 10 modified: 10. Is materiality used for planning purposes the same as materiality used for evaluating audit results? If "No," the following summarizes our determination of an appropriate level of materiality and its impact on the audit. Under step 6, item 11 deleted; HUD has specific requirements regarding sampling and HUD dictates the sample size. HUD has indicated that the auditor does not determine tolerable misstatement using their sample size chart.	table - other than procedures	Best Practice	N/A	
KBA-30	4 Determining Major HUD Programs				
Modify	Title modified to: "Determining Major HUD Programs"; modified procedures to eliminate references to nonmajor HUD programs	Title; procedures	Based on HUD Audit Guide	HUD Audit Guide, Chapter 1, paragraph 1-3B	
KBA-90	1 Financial Statement Disclosures Checklist		_		
Modify	Financial Statement Disclosures Checklist current through September 30, 2013	updated checklist	Based on Standard	FASB ASC	

# **Audit Programs (AUDs)**

- Audit programs have been updated throughout to include new practice points and examples, and to adopt the new terminology used in the clarified standards.
- Audit programs have been modified to incorporate changes made to Chapters 1 and 2 of the HUD Audit Guide released through May 2013.

Type of Change	Description of Change	Location	Best Practice or Based on Standard	Standard Reference	Roll Forward Considerations
AUD-80	1 Audit Program: Cash		•		
Modify	Section III, new Practice Point:				
	<b>Practice Point:</b> When performing analytical procedures, either alone or in combination with tests of details, as substantive procedures the auditor should:				
	<ul> <li>Determine the suitability of particular substantive analytical procedures for given assertions, taking account of the assessed risks of material misstatement and tests of details, if any, for these assertions;</li> </ul>				
	<ul> <li>Evaluate the reliability of data from which the auditor's expectation of recorded amounts or ratios is developed, taking account of source, comparability, and nature and relevance of information available, and controls over preparation;</li> </ul>				
	<ul> <li>Develop an expectation of recorded amounts or ratios and evaluate whether the expectation is sufficiently precise to identify a misstatement that, individually or when aggregated with other misstatements, may cause the financial statements to be materially misstated;</li> </ul>				
	<ul> <li>Determine the amount of any difference of recorded amounts from expected values that is acceptable without further investigation; and</li> </ul>				
	<ul> <li>Document the procedures performed and the results of those procedures</li> </ul>				
Modify	Step 17, new substeps:	procedure	Best	N/A	
	<ul> <li>a. Our determination of the suitability of the substantive analytical procedures for given assertions, taking account of the assessed risks of material misstatement and tests of details, if any, for these assertions.</li> <li>b. Our evaluation of the reliability of the data used to develop our expectations. We have considered the source, comparability, and nature and relevance of information available, and controls over preparation.</li> <li>c. Our expectation of the recorded amounts or ratios and</li> </ul>	steps	Practice		
	the factors that were considered in developing the expectation. We considered whether the expectation is sufficiently precise to identify misstatements (either individually or in the aggregate) that may cause the financial statements to be materially misstated.  d. The amount of difference from the expected value that should lead to further investigation.				

Type of Change	Description of Change  e. The results of comparing the expectation to the recorded amounts or ratios developed from recorded amounts.  f. Inquiries of management regarding any results of analytical procedures that did not meet our expectations. We also obtained appropriate audit	Location	Best Practice or Based on Standard	Standard Reference	Roll Forward Considerations
	evidence to support management's responses.				
AUD-82	0 HUD Audit Program: Supplementary Information				
Delete	Deleted; content covered in AUD-814			N/A	
	10 HUD Audit Program: Tenant Application, Eligibility an Multifamily Housing Programs	d Recertification	on for HUD	Chapter 3	
Modify	Instructions updated for clarification regarding group project-based sampling	instructions	Based on HUD Audit Guide	Chapter 3, paragraph 3-1	
	12 HUD Audit Program: Tenant Security Deposits for HUI Programs	O Chapter 3 Au	ıdits: Multif	amily	
Modify	Instructions updated for clarification regarding group project-based sampling	instructions	Based on HUD Audit Guide	Chapter 3, paragraph 3-1	
AUD-8313 HUD Audit Program: Management Functions for HUD Chapter 3 Audits: Multifamily Housing Programs					
Modify	Instructions updated for clarification regarding group project-based sampling	instructions	Based on HUD Audit Guide	Chapter 3, paragraph 3-1	

### **Auditor's Reports (RPTs):**

- Reports 901 HUD Audit Unmodified Opinion: Financial Statements with Opinion on Supplementary Information through 915 HUD Audit Disclaimer of Opinion: Separate Report on Supplementary Information in Relation to the Financial Statements as a Whole—Disclaimer of Opinion on the Financial Statements have been updated to comply with the clarified standards.
- Reports 921 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 (No Material Weaknesses or Significant Deficiencies Identified) through 924 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 (Only Material Weaknesses Identified) have been modified to reflect the reporting requirements of GAGAS on internal control over financial reporting and on compliance and other matters based on an audit of the financial statements.
- Reports 9301 Report on Compliance for Each Major HUD Program and Report on Internal Control over Compliance Required by the Consolidated Audit Guide for Audits of HUD Programs for HUD Chapter 3 Audits: Multifamily Housing Programs (Unmodified Opinion on Compliance; No Material Weaknesses or Significant Deficiencies Identified) through 9309 Report on Compliance for Each Major HUD Program and Report on Internal Control over Compliance Required by the Consolidated Audit Guide for Audits of HUD Programs for HUD Chapter 3 Audits: Multifamily Housing Programs (Adverse Opinion on Compliance; Only Material Weaknesses Identified) have been added to reflect the reporting requirements of the updated HUD Audit Guide Chapter 2.
- RPTs 9910 Schedule of Findings, Questioned Costs, and Recommendations through 9914 Corrective Action Plan have been added to reflect the reporting requirements of the updated *HUD Audit Guide* Chapter 2.
- As HUD no longer requires reporting on nonmajor programs, those illustrative examples were deleted.

#### **Correspondence Documents (CORs):**

- Correspondence documents have been updated throughout to include new practice points and examples, and to adopt the new terminology used in the clarified standards.
- Correspondence documents have been modified to incorporate changes made to Chapters 1 and 2 of the HUD Audit Guide released through May 2013.

Type of Change	Description of Change	Location	Best Practice or Based on Standard	Standard Reference	Roll Forward Considerations
COR-30	1 Letter to Component Auditors Regarding Related Parties	3			
Modify	Title modified to: "Letter to Component Auditors Regarding Related Parties"; modified language to the new terminology used in the clarified standards	Title; letter	Based on Standard	AU-C 600	

## **Practice Aids (AIDs):**

- Practice aids have been updated throughout to include new practice points and examples, and to adopt the new terminology used in the clarified standards.
- Practice aids have been modified to incorporate changes made to Chapters 1 and 2 of the HUD Audit Guide released through May 2013.

Type of Change	Description of Change  Preliminary Analytical Procedures: Fluctuation and Ratio	Location	Best Practice or Based on Standard	Standard Reference	Roll Forward Considerations
7110-501	1 Temminary Amarytical Froccuures, Fructuation and Ratio	Tildlysis			
Modify	Added column to document the basis for auditor's expectations	Fluctuation Worksheet	Best Practice	N/A	

Type of Change	Description of Change	Location	Best Practice or Based on Standard	Standard Reference	Roll Forward Considerations
AID-839	Revenue and Expense Analytical Procedures				
NEW	Revenue and Expense Analytical Procedures	New Practice Aid	Best Practice	N/A	
AID-840 Analysis of Legal Fees					
Renum ber	Renumbered from previous AID-839 Analysis of Legal Fees	Renumbered Practice Aid	N/A	N/A	
AID-841	Payroll and Related Liabilities: Analytical Procedures				
NEW	Payroll and Related Liabilities: Analytical Procedures	New Practice Aid	Best Practice	N/A	
AID-903	Audit Report Preparation Checklist				
NEW	Audit Report Preparation Checklist	New Practice Aid	Best Practice	N/A	

## **Resource Documents (RESs)**

- RES-001 Knowledge-Based Audit Methodology Overview has been updated with modified text and references and new practice points.
- RES-002 Index of Audit Programs, Forms, and Other Practice Aids document numbers and titles have been updated in accordance with changes throughout.

In addition, forms and practice aids throughout have been updated to include new examples and tips, and to take into account, where applicable, new literature, standards, and developments reflected in the following current audit and accounting guidance:

Statements on Auditing Standards (SASs):

• SAS-127, Omnibus Statement on Auditing Standards—2013

FASB Accounting Standards Codification as of June 30, 2013, and through Accounting Standards Update No. 2013-07—Presentation of Financial Statements (Topic 205): Liquidation Basis of Accounting.

## RELATED, FOUNDATIONS AND ASSOCIATION WORKPAPERS FOR THIS TITLE

Related workpapers are Knowledge Coach Word workpapers where information flows in or out of tables within the workpaper. Some of these related workpapers are Foundation workpapers or associated workpapers.

Foundation Workpapers include most of the Communication Hub workpapers, which are central to the Knowledge-Based Audit Methodology used by the Knowledge Coach titles. Associated workpapers require you to associate them with custom values, such as audit areas, specialists, service organizations, and other items. Workpapers require an association when you need to have more than one instance of a particular Knowledge Coach workpaper in your binder for each type of item to which the workpaper is related. Making this association allows Knowledge Coach information to flow properly between workpapers.

Form No.	Form Name	Financial Statement Package	Compliance Package	Foundation Workpaper	Association Workpaper
KBAs	KNOWLEDGE-BASED AUDIT DOCUMENTS				
KBA-101	Overall Audit Strategy	X		X	
KBA-102	Engagement Completion Document	X	X	X	
KBA-103	Evaluating and Communicating Internal Control Deficiencies	X	X	X	
KBA-1033	Evaluating and Communicating Instances of Noncompliance for HUD Chapter 3 Audits: Multifamily Housing Programs		X	X	
KBA-105	Review of Significant Accounting Estimates	X			
KBA-201	Client/Engagement Acceptance and Continuance Form	X			
KBA-3023	Understanding the Entity and Its Environment for HUD Chapter 3 Audits: Multifamily Housing Programs	X			
KBA-303	Inquiries of Management and Others within the Entity about the Risks of Fraud	X			
KBA-304	Determining Major HUD Programs		X	X	
KBA-3053	Identification of Applicable Compliance Requirements for HUD Chapter 3 Audits: Multifamily Housing Programs		X	X	

Form No.	Form Name	Financial Statement Package	Compliance Package	Foundation Workpaper	Association Workpaper
KBA-400	Scoping and Mapping of Significant Account Balances, Classes of Transactions, and Disclosures	X		X	
KBA-401	Understanding Entity-Level Controls: Complex Entities	X			
KBA-401N	Understanding Entity-Level Controls: Noncomplex Entities				
KBA-402	Understanding General Controls for Information Technology	X			
KBA-403	Understanding Activity-Level Controls: Revenue, Accounts Receivable, and Cash Receipts	X			
KBA-404	Understanding Activity-Level Controls: Inventory	X			
KBA-405	Understanding Activity-Level Controls: Property, Plant and Equipment	X			
KBA-406	Understanding Activity-Level Controls: Other Assets	X			
KBA-407	Understanding Activity-Level Controls: Expenses, Accounts Payable, and Disbursements	X			
KBA-408	Understanding Activity-Level Controls: Payroll	X			
KBA-409	Understanding Activity-Level Controls: Treasury	X			
KBA-410	Understanding Activity-Level Controls: Income Taxes	X			
KBA-411	Understanding Activity-Level Controls: Financial Reporting and Closing Process	X			
KBA-412	Understanding Controls Maintained by a Service Organization	X			X
KBA-415	Understanding Internal Controls over Compliance: Complex Entities		X		

Form No.	Form Name	Financial Statement Package	Compliance Package	Foundation Workpaper	Association Workpaper
KBA-415N	Understanding Internal Controls over Compliance: Noncomplex Entities		X		
KBA-5011	Team Discussion of the Risks of Material Noncompliance		X		
KBA-502	Summary of Risk Assessments: Financial-Statement and Assertion-Level Risks	X		X	
KBA-5023	Summary of Risk Assessments of Noncompliance for HUD Chapter 3 Audits: Multifamily Housing Programs		X	X	
KBA-902	Audit Review and Approval Checklist	X			
KBA-904	HUD Audit Documentation Checklist	X			
AUDs	AUDIT PROGRAMS				
AUD-100	Overall Tailoring Questions	X		X	
AUD-103	Overall Audit Program for HUD Chapter 3 Audits: Multifamily Housing Programs	X		X	
AUD-201	Audit Program: Opening Balances and Additional Audit Procedures for an Initial Audit Engagement for HUD Chapter 3 Audits: Multifamily Housing Programs and for HUD Chapter 4 Audits: Multifamily Hospital Program	X			
AUD-602	Audit Program: Involvement of a Component Auditor	X			X
AUD-603	Audit Program: Using the Work of an Auditor's Specialist	X			X
AUD-604	Audit Program: Using the Work of a Management's Specialist	X			X
AUD-701	Audit Program: Designing Tests of Controls	X			
AUD-7013	Audit Program: Designing Tests of Internal Controls over Compliance for HUD Chapter 3 Audits: Multifamily Housing Programs		X		

Form No.	Form Name	Financial Statement Package	Compliance Package	Foundation Workpaper	Association Workpaper
AUD-800	Audit Program: Custom	X			X
AUD-801	Audit Program: Cash	X			
AUD-802	Audit Program: Investments in Securities, Derivative Instruments, and Hedging Activities	X			
AUD-803	Audit Program: Revenue and Accounts Receivable	X			
AUD-804	Audit Program: Inventories and Cost of Sales	X			
AUD-805	Audit Program: Escrow Accounts, Prepaid Expenses, Deferred Charges, and Other Assets	X			
AUD-806	Audit Program: Intangible Assets	X			
AUD-807	Audit Program: Property and Equipment, and Depreciation	X			
AUD-808	Audit Program: Expenses and Accounts Payable	X			
AUD-809	Audit Program: Payrolls and Other Liabilities	X			
AUD-810	Audit Program: Income Taxes	X			
AUD-811	Audit Program: Debt Obligations	X			
AUD-812	Audit Program: Equity	X			
AUD-813	Audit Program: Other Income and Expense	X			
AUD-814	Audit Program: Journal Entries and Financial Statement Review	X			

Form No.	Form Name	Financial Statement Package	Compliance Package	Foundation Workpaper	Association Workpaper
AUD-815	Audit Program: Related-Party Transactions, Commitments and Contingencies, Estimates, and Concentrations	X			
AUD-816	Audit Program: Fair Value Measurements and Disclosures	X			
AUD-817	Audit Program: Variable Interest Entities	X			
AUD-818	Audit Program: Share-Based Payments	X			
AUD-8301	HUD Audit Program: Federal Financial Reports for HUD Chapter 3 Audits: Multifamily Housing Programs		X		X
AUD-8302	HUD Audit Program: Fair Housing and Nondiscrimination for HUD Chapter 3 Audits:  Multifamily Housing Programs			X	
AUD-8303	HUD Audit Program: Mortgage Status for HUD Chapter 3 Audits: Multifamily Housing Programs  X			X	
AUD-8304	HUD Audit Program: Replacement Reserve for HUD Chapter 3 Audits: Multifamily Housing Programs  X			X	
AUD-8305	HUD Audit Program: Residual Receipts for HUD Chapter 3 Audits: Multifamily Housing Programs  X			X	
AUD-8306	HUD Audit Program: Distributions to Owners for HUD Chapter 3 Audits: Multifamily Housing Programs	dits: Multifamily X			X
AUD-8307	HUD Audit Program: Equity Skimming for HUD Chapter 3 Audits: Multifamily Housing Programs  X			X	
AUD-8308	HUD Audit Program: Cash Receipts for HUD Chapter 3 Audits: Multifamily Housing Programs  X			X	
AUD-8309	HUD Audit Program: Cash Disbursements for HUD Chapter 3 Audits: Multifamily Housing Programs  X			X	
AUD-8310	HUD Audit Program: Tenant Application, Eligibility and Recertification for HUD  Chapter 3 Audits: Multifamily Housing Programs			X	
AUD-8311	HUD Audit Program: Units Leased to Extremely Low-Income Families for HUD  Chapter 3 Audits: Multifamily Housing Programs			X	

Form No.	Form Name	Financial Statement Package	Compliance Package	Foundation Workpaper	Association Workpaper
AUD-8312	HUD Audit Program: Tenant Security Deposits for HUD Chapter 3 Audits: Multifamily Housing Programs		X		X
AUD-8313	HUD Audit Program: Management Functions for HUD Chapter 3 Audits: Multifamily Housing Programs		X		X
AUD-8314	HUD Audit Program: Unauthorized Change of Ownership/Acquisition of Liabilities for HUD Chapter 3 Audits: Multifamily Housing Programs		X		X
AUD-8315	HUD Audit Program: Unauthorized Loans of Project Funds for HUD Chapter 3 Audits: Multifamily Housing Programs		X		X
AUD-8316	HUD Audit Program: Excess Income for HUD Chapter 3 Audits: Multifamily Housing Programs  X			X	
AUD-8317	HUD Audit Program: Leased Nursing Homes for HUD Chapter 3 Audits: Multifamily Housing Programs  X			X	
AUD-8318	HUD Audit Program: Mark-to-Market Program (M2M) Capital Recovery Payments for M2M Projects for HUD Chapter 3 Audits: Multifamily Housing Programs			X	
AUD-8319	HUD Audit Program: Mark-to-Market Program (M2M) Incentive Performance Fee for M2M Projects for HUD Chapter 3 Audits: Multifamily Housing Programs			X	
AUD-8320	HUD Audit Program: Mark-to-Market Program (M2M) Distribution of Surplus Cash for M2M Projects for HUD Chapter 3 Audits: Multifamily Housing Programs			X	
AUD-8321	HUD Audit Program: Mark-to-Market Program (M2M) Special Rules for Cooperatives for HUD Chapter 3 Audits: Multifamily Housing Programs				X
AUD-8322	HUD Audit Program: Section 236 Decoupling Projects for HUD Chapter 3 Audits:  Multifamily Housing Programs  X			X	
AUD-890	HUD Agreed Upon Procedures Program: Certification of Electronic Submission X				
AUD-901	Audit Program: Subsequent Events X				
AUD-9023	Audit Program: Going Concern X				
AUD-903	Audit Program: Consideration of Fraud	X			

Form No.	Form Name	Financial Statement Package	Compliance Package	Foundation Workpaper	Association Workpaper
AUD-904	Audit Program: Compliance with Laws and Regulations				
AIDs	PRACTICE AIDS				
AID-303	Understanding the Entity's Revenue Streams and Revenue Recognition Policies for HUD Chapter 3 Audits: Multifamily Housing Programs				
AID-601	Considering Reliance on the Work of Internal Auditors				
AID-702	Results of Tests of Controls				
AID-7023	Results of Tests of Internal Controls over Compliance for HUD Chapter 3 Audits: Multifamily Housing Programs		X		
AID-901	Differences of Professional Opinion X				
AID-903	Audit Report Preparation Checklist	X			

## **Additional Information for Associated Workpapers**

The following tables list the workpapers that require association in this title, along with the information that must be completed before you can insert each workpaper.

	What is it associated with?			
Workpaper Requiring Association	Workpaper	Table/Question	Association Item (Custom Value)	
KBA-412 Understanding Ctrls:	AUD-100 Tailoring Question Workpaper	Does the client use service organizations? Shows the "Document the service organizations used by the entity." table in KBA-101 Overall Audit Strategy.		
Service Org (Custom)	KBA-101 Overall Audit Strategy	Document the service organizations used by the entity.	Service Organization	
AUD-602 Audit Program: Component Auditor Involvement	AUD-100 Tailoring Question Workpaper	Are any of the multiple components, multiple locations, or segments expected to be audited by other independent (component) auditors? is "Yes" Shows the "Document the multiple components, multiple locations, or segments expected to be audited by other independent (component) auditors." table in KBA- 101 Overall Audit Strategy.		
(Custom)	KBA-101 Overall Audit Strategy	Document the multiple components, multiple locations, or segments expected to be audited by other independent (component) auditors.	Audit Firm Name	
AUD-603 Audit Program: Auditor's	AUD-100 Tailoring Question Workpaper	Do we expect to use a specialist on our audit? is "Yes" Shows the "Document the expected use of a specialist(s) on our audit." table in KBA-101 Overall Audit Strategy.		
Specialist (Custom)	KBA-101 Overall Audit Strategy	Document the expected use of a specialist(s) on our audit. Then select Auditor's Specialist from the Type of Specialist Column	Specialist Firm Name	
AUD-604 Audit Program:	AUD-100 Tailoring Question Workpaper	Do we expect to use a specialist on our audit? is "Yes" Shows the "Document the expected use of a specialist(s) on our audit." table in KBA-101 Overall Audit Strategy.		
Management's Specialist (Custom)	KBA-101 Overall Audit Strategy	Document the expected use of a specialist(s) on our audit. Then select Management's Specialist from the Type of Specialist Column.	Specialist Firm Name	
AUD-800 Audit Program: (Custom)	8.6		Custom Audit Area	

## **Additional Information for Associated Workpapers**

The following tables list the workpapers that require association in this title, along with the information that must be completed before you can insert each workpaper.

	What is it associated with?			
Workpaper Requiring Association	Workpaper	Table/Question		
KBA-5023 Summary of Risk Assessments of Noncompliance	KBA-304 Determining Major and Nonmajor HUD Programs	Once major programs are listed in the table these workpapers will be automatically selected and inserted for each major program when you next insert a Knowledge Coach workpaper.		
AUD-8301 through AUD-8322	KBA-304 Determining Major and Nonmajor HUD Programs	Once major programs are listed in the table these workpapers will be automatically selected and inserted for each major program when you next insert a Knowledge Coach workpaper.		
KBA-102 Engagement Completion Document	KBA-304 Determining Major and Nonmajor HUD Programs	Once major programs are listed in the table these workpapers will be automatically selected and inserted for each major program when you next insert a Knowledge Coach workpaper.		
KBA-103 Evaluating and Communicating Internal Control Deficiencies	KBA-304 Determining Major and Nonmajor HUD Programs	Once major programs are listed in the table these workpapers will be automatically selected and inserted for each major program when you next insert a Knowledge Coach workpaper.		
KBA-1033 Evaluating and Communicating Instances of Noncompliance	KBA-304 Determining Major and Nonmajor HUD Programs	Once major programs are listed in the table these workpapers will be automatically selected and inserted for each major program when you next insert a Knowledge Coach workpaper.		