



SMARTer Disclosures

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System Accounting and
Reporting Manager

SMARTER DISCLOSURES

- DUE DATE: August 18, 2021 by end of day
- <https://smarter.sbctc.edu/Login>
- Password same as ctcLink
- Do NOT net (liabilities, capital assets, etc)
- Adding lines – click add last
- Data Updates Daily at night
- Print your pages – data overwrites each year
- If you change data, click save
- Yes/No Disclosures, No is defaulted, text box opens when “Yes” is selected



STATE DISCLOSURES

- Signature page signed and submitted by September 10, 2021
- E-sign must include metadata
 - Docusign
 - Adobe Pro E-sign

Internal Control/Internal Audit Questionnaire (SAAM 90.40.80.A)

Agency Code

Agency Title

1. Who is your agency's internal control officer?

Please provide:

- o First name
- o Last name
- o Phone number
- o Email address

2. Please provide the date your agency's most recent risk assessment was completed and the period it covered:

3. Does your agency have an internal audit program as defined in SAAM Chapter 22?

Yes No

If yes, please provide the following for the internal audit program contact:

- o First name
- o Last name
- o Phone number
- o Email address

Save Account

Reset Form

Required written assurance:
The internal control officer is responsible for communicating to the agency head the results of the agency's required risk assessment per SAAM 20.15.30.b



FEDERAL DISCLOSURES

- Completed disclosures due August 18, 2021
- Signature page due February 23, 2022
- Do not sign or send early
- E-sign must include metadata
- Report CFDA 84.425 on one line (no letter identifier required)
- Complete Direct before Analytical review