



### **Certification of Financial Reporting and Registration Requirements**

#### **PURPOSE AND ORGANIZATIONAL INFORMATION:**

Nonprofit organizations are required to submit this form with their grant application. It must be signed by the same Authorized Official designated in your application. The purpose of this form is to ensure compliance with financial reporting and registration rules that apply to your organization.

Organization Name: \_\_\_\_\_

Most Recently Completed Fiscal Year: \_\_\_\_\_

#### **INSTRUCTIONS:**

- Check one box in each numbered question below.
- Submit this form along with a copy of your most recent registration statement and your latest financial audit or financial review (for your most recently completed fiscal year) with your grant application.

Audit or Financial Review by Independent Certified Public Accountant:

- A nonprofit must have an audit by an independent Certified Public Accountant CPA if the gross income from charitable contributions in the most recently completed fiscal year is at least \$750,000.
- A nonprofit must have a review by an independent CPA if the gross income from charitable contributions in the most recently completed fiscal year is at least \$300,000 but less than \$750,000.

“Charitable contributions” include any cash or in-kind contribution made for a charitable purpose, including foundation or other private grant funding. “Charitable contributions” do not include government grants or funds.

**1. The organization named above is  is not  required to have an audit by an independent CPA.**

**2. The organization named above is  is not  required to have a review by an independent CPA.**

#### **REGISTRATION AND GOOD STANDING:**

- The organization must be registered with the Maryland Secretary of State and must have received an official registration letter confirming approval to solicit charitable contributions.
- The organization is in good standing with the Maryland State Department of Assessments and Taxation.
- The organization is current in payment of all taxes owed.

ATTACHMENT 1  
Audit Certification Form

**3. The organization named above is in full compliance with these requirements.**

**Yes**       **No**

If Yes, the organization shall attach to this certification the most recent Registration Statement required under Md. Code Ann., Business Regulation Article § 6-402.

If No, the organization shall attach to this certification a written explanation as to why the organization is not in full compliance.

As the Authorized Official of the applicant, I certify that the information provided is true and correct to the best of my knowledge.

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*Signature of Authorized Official*

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*Print Name*

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*Date*