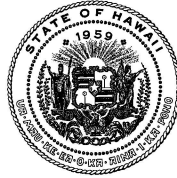


JOSH GREEN, M.D.
GOVERNOR
KE KIA'ĀINA



KEITH A. REGAN
COMPTROLLER
KA LUNA HO'OMALU HANA LAULĀ


MEOH-LENG SILLIMAN
DEPUTY COMPTROLLER
KA HOPE LUNA HO'OMALU HANA LAULĀ

STATE OF HAWAII | KA MOKU'ĀINA O HAWAII
DEPARTMENT OF ACCOUNTING AND GENERAL SERVICES | KA 'OIHANA LOIHELU A LAWELAWÉ LAULĀ
P.O. BOX 119, HONOLULU, HAWAII 96810-0119

July 11, 2025

SPECIAL DISTRIBUTION MEMORANDUM NO. 2025-07

TO: Selected Heads of Departments and Agencies
Administrative and Fiscal Officers

FROM: Keith A. Regan, Comptroller 

SUBJECT: Financial Information for the State's 2025 Single Audit Report – Due **August 29, 2025**

In accordance with Section 40-4, Hawaii Revised Statutes and OMB Uniform Guidance, we are requesting financial information to assist in the preparation of the State's Single Audit Report for the fiscal year ended June 30, 2025.

The following financial information are requested:

1. FY 2025 Department SEFA Data Sheet Package – See 2025 SEFA Preparation Instructions.
2. Status of Prior Year's Audit Findings' Corrective Action Plan.
3. Written communications with Federal agencies that oversee expenditures or copies made available to ACFR/Single Audit auditors, Accuity, LLP.

The financial information requested should be submitted electronically to bobet-uriel.obedoza@hawaii.gov by **August 29, 2025**. The 2025 SEFA Preparation Instructions, 2025 Department SEFA Data Sheet Package Template, and Status of Prior Year's Audit Findings' Corrective Action Plan Template may be found at the Accounting Division's web page at <http://ags.hawaii.gov/accounting>.

If you have any questions, please contact Ladea Nash, Accounting System Administrator, at 586-0600 or e-mail at ladea.m.nash@hawaii.gov.

Attachments