

Attachment B
Fitchburg State University
Communication Letter

November __, 2020

To the Board of Trustees
Fitchburg State University

We have audited the financial statements of the governmental activities, the business-type activities, and the aggregate discretely presented component units of Fitchburg State University (the "University") (a department of the Commonwealth of Massachusetts) for the year ended June 30, 2020, which collectively comprise Fitchburg State University's basic financial statements, and have issued our report thereon dated November __, 2020. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our meeting with you on June 22, 2020. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Matters

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Fitchburg State University are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during 2020. We noted no transactions entered into by the University during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimate affecting the University's financial statements was:

Management's estimate of the allowance for doubtful collections of accounts receivable is based principally on its historical experience and an analysis of the collectability of individual accounts. We evaluated the key factors and assumptions used to develop the allowance in determining that it is reasonable in relation to the financial statements taken as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosure) affecting the financial statements were:

The disclosures of cash and cash equivalents and investments in Note 2 to the financial statements.

The disclosures of the pension and OPEB disclosures in Note 21 and 22 to the financial statements, and the Restatement disclosure for the error in the net OPEB Liability allocated by the Commonwealth to the University in Note 29.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. The attached schedule summarizes uncorrected misstatements of the financial statements. Management has determined that their effects are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. In addition, none of the misstatements detected as a result of audit procedures and corrected

by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated November __, 2020.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the University's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the University's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to Management's Discussion and Analysis, pension benefit schedules and OPEB benefit schedules which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the residence hall and residence hall damage fund activity, which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

Restriction on Use

This information is intended solely for the information and use of the Board of Trustees and management of Fitchburg State University and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

Fitchburg State University

GF3. 5

Year End: June 30, 2020

Comparative Trial Balance

Date: 7/1/2019 To 6/30/2020

| Number | Date | Name | Account No | Reference | Annotation | Debit | Credit |
|--------|-----------|---|--------------------------|-----------------------|------------|-------------------|-------------------|
| PAJE 1 | 6/30/2020 | Accumulated depreciation | 227 | H-1C | | | 305,560.00 |
| PAJE 1 | 6/30/2020 | Unrestricted | 550 | H-1C | | 317,259.00 | |
| PAJE 1 | 6/30/2020 | Capital appropriations | 680 | H-1C | | | 11,699.00 |
| | | Library Materials not depreciated annually. | | | | | |
| | | | | | | 317,259.00 | 317,259.00 |
| | | | Net Income (Loss) | (3,438,942.00) | | | |

PRELIMINARY DRAFT
SUBJECT TO CHANGE