**SCOPE OF WORK (SOW) TEMPLATE AND INSTRUCTIONS**

**Instructions and Information**

1. Your Agency is:
2. For purposes of

**Fill out information and/or data as indicated:**

**Purpose**

**Background**

**The Agency’s goal for this financial audit service is:**

***(List any objectives):***

Budget of Work

Completion date

Amenities

Travel:

Certificate of Confidentiality

Non-Disclosure Agreement