

### Graded Risk Assessment Worksheet

<b>Funded Partner:</b>									
<b>Activity Title:</b>									
<b>Date of Assessment:</b>									
Criteria Weight:	X	Low Risk 4	Moderate Risk 3	Substantial Risk 2	High Risk 1	Program Score	Fiscal Score		
1. Qualifications and length of time as Program Director ("0" if vacant)	6	4+ years & technically qualified	1-3 years & technically qualified	Less than 1 year, w/ prior experience in relevant position	Less than 1 year, w/ little or no prior experience in relevant position				
2. Program Compliance/Programmatic Monitoring <small>follows CAD, meets outcomes, etc.</small>	6	Fully Compliant	Minor noncompliance	Repeated minor noncompliance	Major noncompliance				
3. Data Collection & Reporting <small>quarterly/end of year reports</small>	3	Timely & accurate	Periodically late, but accurate	Timely, but inaccurate	Consistently late & inaccurate				
4. Qualifications and length of time as Fiscal Director ("0" if vacant)	3	4+ years & technically qualified	1-3 years & technically qualified	Less than 1 year, w/ prior experience in relevant position	Less than 1 year, w/ little or no prior experience in relevant position				
5. Allocation	1	Less than 49K	50K to 99K	100K to 250K	251K or more				
6. Fiscal Compliance <small>fiscal monitoring</small>	4	Fully Compliant	Minor noncompliance	Repeated minor noncompliance	Major noncompliance				
7. Monthly FSRs	1	Timely & accurate	Periodically late, but accurate	Timely, but inaccurate	Consistently late & inaccurate				
8. Develop and adhere to an approved budget	4	Fully Compliant	Minor noncompliance	Repeated minor noncompliance	Major noncompliance				
9. Quarterly Cash / In-kind Reports & Documentation <small>meets 10% match</small>	1	Timely & accurate	Periodically late, but accurate	Timely, but inaccurate	Consistently late & inaccurate				
10. Reversion status from prior year	1	< or = 1%	Year-end, bwt 2% & 3%	Year-end btwn 3% & 5%	Year-end over 5%				
<b>Risk Assessment Grading Scale:</b>					<b>Total Risk Assessment Score:</b>	<b>0</b>	<b>0</b>		

45 or higher	A DSP receiving a risk assessment score of 45 or higher will receive at least one monitoring visit during the fiscal year.
36 - 44	A DSP receiving a risk assessment score between 36 and 44 will receive at least two monitoring visits during the fiscal year.
35 or lower	A DSP receiving a risk assessment score below 36 will receive at least two monitoring visits during the fiscal year and this information will be reported to the Evaluation/Allocation Committee.

Program Manager, Signature: \_\_\_\_\_

Finance Manager, Signature: \_\_\_\_\_

Executive Director, Signature: \_\_\_\_\_

Evaluation/Allocation Committee Chair, Signature: \_\_\_\_\_