



SUBRECIPIENT RISK ASSESSMENT FOR ISSUING SUBAWARD

Hillsborough County Department:	_____
Hillsborough County Staff Completing Form:	_____
Subrecipient Name:	_____
Subward Identifier:	_____
Federal Grant:	_____
Project Period:	_____
Oracle Grant Fund Number:	_____

A subaward is for the purpose of carrying out a portion of a federal or state award and creates a federal or state financial assistance relationship with a subrecipient. This risk assessment is a required tool that assembles and synthesizes grant related information to determine the level of potential liability that exists with subrecipients as indirect recipients of federal or state financial assistance. Under 2 Code of Federal Regulations (CFR), Subpart D §200.331(b) found in the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (commonly referred to as the Uniform Guidance or UG), pass-through entities must evaluate the risk of each subrecipient for noncompliance with federal statutes, regulations, and terms and conditions of the subaward. This risk assessment will be used to determine the appropriate level of monitoring as described in the Uniform Guidance.

Item	Criteria	Low Risk (1)	Medium Risk (2)	High Risk (3)	Assessment
1	Subrecipient has experience within the past five years with same or similar types of awards or with managing federal or state funds.				FALSE
	High = Has less than one year or no experience managing this type of award.				
	Medium = Subrecipient has 1 - 2 consecutive years of experience managing similar awards. Low = Subrecipient has 3 or more consecutive years of experience managing similar awards.				
2	Results of most recent audit and/or Single Audit.				FALSE
	High = Material Weakness or weaknesses which indicates that there is reasonable possibility that there is or are material misstatements of the organization's annual or interim financial statements.				
	Medium = Significant Deficiency or deficiencies that merits attention by the subrecipient staff responsible financial reporting and single audit. Low = No findings or not applicable.				
3	Performance of Single Audit or other external audit.				FALSE
	High = No annual audit or single audit performed for agency if required.				
	Medium = Audit with one or more significant deficiency and/or material weakness. Low = Audit with no findings or audit not applicable to agency.				
4	Results of federal or state awarding agency monitoring.				FALSE
	High = Monitoring resulted in corrective action(s)				
	Medium = Monitoring resulted in recommendation(s) or performance improvement(s). Low = No findings or not applicable.				
5	As a direct recipient of state or federal financial assistance, has the subrecipient been monitored by a federal or state agency?				FALSE
	High = As a direct recipient of federal or state grants subrecipient has never has been monitored by a federal or state agency.				
	Medium = Has been monitored by a federal or state agency; however, not within the past five years. Low = Not applicable				
6	As a direct recipient of state or federal financial assistance, has the subrecipient been monitored by a federal or state agency?				FALSE
	High = As a direct recipient of federal or state grants subrecipient has never has been monitored by a federal or state agency.				
	Medium = Has been monitored by a federal or state agency; however, not within the past five years. Low = Not applicable				
7	The subrecipient developed or implemented new or substantially changed systems (e.g. financial accounting systems, personnel accounting systems).				FALSE
	High = The subrecipient has implemented or substantially changed information systems within the past two years				
	Medium = The subrecipient has implemented or substantially changed information systems within the past five years Low = Not applicable				
8	The subrecipient has key personnel changes that could affect the performance of this grant or extent of training and technical assistance from prime recipient.				FALSE
	High = The program/project director and one or more key staff are no longer with organization or reassigned to a different function within the organization. Key staff are senior staff responsible for accounting, program and financial reporting and other key areas integral to the success of the grant program and its outcomes.				
	Low = Not applicable				
9	Directly serves vulnerable population (i.e., aged, low-income, children).				FALSE
	High = Yes				
	Low = No				
		0	0	0	

Results
Subrecipient High Risk
Subrecipient Medium Risk
Subrecipient Low Risk