

2a. Risk and Performance Assessment

Prior to issuing the subgrant agreement for an award, Nevada Volunteers conducts a pre-award [Risk and Performance Assessment](#), to ensure financial and organizational capacity to effectively administer federal funding, for each AmeriCorps grantee. For new grantees, this includes a review of the Organizational Readiness Assessment survey that is a requirement for all new programs. For all continuing or re-competing programs the risk and performance assessment considers the performance of the program to date. Recurring issues and problems with compliance are included in this report.

Nevada Volunteers uses the Risk and Performance Assessment to determine if it will conduct desk audits; program and financial site visits; and staff, host site supervisor and member interviews. If a program is rated as low-risk, Nevada Volunteers reserves the right to waive certain program and financial monitoring requirements but must ensure that at a minimum a complete program and financial site visit occurs at least every three years. In evaluating a program's risk level, the following factors are considered:

- Member Enrollment
- Program Management Practices
- 30-day enrollment and exit compliance
- NSCHC compliance
- Prohibited activities
- Member timesheets
- Member change of status documentation
- Days of Service
- Quality of member experience
- Participation in key trainings
- Program Monitoring Site Visit
- Operational management
- Program Experience/Knowledge
- High quality results
- Financial reporting
- Program's ability to meet matching requirements
- Financial Site Visit

The numerical assessment of the above risk factors will categorize programs as either High Risk, Medium Risk, or Low Risk. Staff may also require copies of relevant documents such as the applicant's most recent audit or audited financial statements, strategic plan, or other relevant documents. The information contained in the assessment is intended to help staff understand an applicant's organization and evaluate its overall operational capacity and financial controls. Staff reviews all assessments prior to making a grant award and develops a training and technical assistance plan based on the assessment.