

## **RISK ASSESSMENT CATEGORIES**

### **1. GOVERNANCE**

- a.** Local workforce investment board (LWIB)
- b.** Local youth council
- c.** Memoranda of understanding (MOUs)
- d.** One-stop Operators and Designation
- e.** Local planning reflects strategic direction of USDOL, the state, and the local political jurisdiction

### **2. ADMINISTRATIVE, PROGRAM/GRANT, AND FINANCIAL MANAGEMENT SYSTEMS**

- a.** Program/Grant Reporting Systems
- b.** Internal and Subcontractor Monitoring
- c.** Policies and procedures
- d.** Colorado HB 1023 procedures
- e.** Financial audit findings

### **3. PROGRAM SERVICES, DELIVERY SYSTEMS, AND DOCUMENTATION**

- a.** Service delivery systems for employers and job seekers
- b.** Wagner Peyser program
- c.** WIA Adult and Dislocated Worker programs
- d.** WIA Youth

### **4. PERFORMANCE ACCOUNTABILITY**

- a.** Resolution of compliance issues (Federal, State, and local laws, regulations, policies, and grant agreements)
- b.** 70% expenditure rate for program year - WIA funded programs and discretionary/set aside grants
- c.** 100% expenditure rate by end of program or grant period of performance
- d.** Achievement of planned program (WIA/WP formula and discretionary grant) activity and expenditure goals
- e.** Achievement of Common Measures and locally defined measures

# RISK ASSESSMENT EVALUATION

## 1. LOW RISK

- a. One or more 1<sup>st</sup> time compliance issues
- b. Limited or no deficiencies in any of the following areas:
  - Governance
  - Administrative, Grant, and Financial Management Systems
  - Program Services & Delivery Systems
  - Performance Accountability
- c. One or more Common Measures above 100%, between 80% - 99%, and/or only one Common Measure below 80% for the first time
- d. Expenditures, enrollments, activities, and exits are within + or – 15% of plan for most or all programs
- e. Expenditures, performance measures and outcomes are within + or – 15% of plan, plus completion of deliverables, for most or all discretionary or set aside grants
- f. Expenditures meet or exceed 70% of total funds available for most or all WIA programs and discretionary/set aside grants at the end of the program year
- g. Expenditures for all programs and grants meet 100% by the end of the period of performance
- h. No disallowed costs
- i. Reports are submitted in a timely manner and contain required and accurate data, with limited exceptions

## 2. HIGH RISK

- a. Inability to resolve one or more significant compliance issues during the program year
- b. Overall pattern of inability to achieve compliance requirements
- c. Major deficiencies in one or more of the following areas:
  - Governance
  - Administrative, Program/Grant, and Financial Management Systems
  - Program Services & Delivery Systems
  - Performance Accountability
- d. Same Common Measure below 80% second year in a row; or 2 or more Common Measures below 80% in any given program year
- e. Pattern of missed (greater than + or - 15%) expenditure, enrollment, activity, and/or exit goals for programs and/or grants
- f. Pattern of unmet performance outcomes or deliverables for discretionary and/or set aside grants
- g. Program year expenditures for multiple WIA programs and/or discretionary/set aside grants do not meet 70%
- h. Total expenditures for one or more programs/projects fall below 100% by the end of the period of performance
- i. Disallowed costs resulting from a lack of internal/subcontractor controls or oversight, or a lack of staff knowledge
- j. Demonstrated pattern of inability to submit timely, complete, and/or accurate reports