City of New Bedford ARPA GRANT PROGRAM		DATE
Subrecipient Pre-Award Risk Assessment		
Subrecipient Survey Scoring Form		2.3.23

Subrecipient Organization Name
New Bedford Research and Robotics (NBRR)
Reviewer Name
Molly Kivi

New Bedford Research and Robotics (NBRR) Risk Assessment Score
39

SCORING SCALE		TOTAL
High	There is high risk that the subrecipient will fail to meet project or programmatic objectives or incur significant deficiencies in financial, regulatory, reporting, or other compliance requirements.	**33 – 48**
Medium	There is moderate risk that the subrecipient will fail to meet project or programmatic objectives or incur significant deficiencies in financial, regulatory, reporting, or other compliance requirements.	**17 – 32**
Low	There is a low risk that the subrecipient will fail to meet project or programmatic objectives or incur significant deficiencies in financial, regulatory, reporting, or other compliance requirements.	**0 – 16**

Category 1: General Assessment	Score Instruction	3	2	1
Is the organization new to managing federal grant funds?	•1pt: "No". •3pts: "Yes".	3		
Does the organization have a continuity plan in place with respect to the management of the grant (i.e., in the event the grant manager leaves)?	•1pt: "Yes". •3pts: "No".	3		
Has the organization developed or implemented new or substantially changed systems in the past twelve months?	•1pt: "No". •2pts: "Yes" but system changes appear minor and/or should not affect grant management. •3pts: "Yes".	3		
GENERAL ASSESSMENT SCORE		9		

Category 2: Legal Assessment	Score Instruction	3	2	1
Is the organization involved in any active lawsuits?	• 1pt: "No". • 2pts: "Yes" but does not appear it will affect grant management. • 3pts: "Yes".			1
Is the organization currently or has been suspended or debarred from federal funding?	• 1pt: "No". • 3pts: "Yes".			1
LEGAL ASSESSMENT SCORE		2		

Category 3: Audit/Financial Reporting Assessment	Score Instruction	3	2	1
Has the organization submitted the required financial documents/reports to previous grantors on time?	•1pt: "Yes". •2pts: "N/A". Information unavailable. •3pts: "No".		2	
Has the organization effectively implemented adjustments when necessary?	•1pt: "Yes". •2pts: "N/A". Information unavailable. •3pts: "No".		2	
AUDIT/FINANCIAL REPORTING ASSESSMENT SCORE		4		

Category 4: Financial System Assessment	Score Instruction	3	2	1
The financial management system of the organization is detailed.	•1pt: Plan appears comprehensive and enable subrecipient to meet grant requirements. •2pts: Plan appears adequate and may enable subrecipient to meet grant requirements. •3pts: No plan or plan does not appear it will enable subrecipient to meet grant requirements.	3		
Does the accounting system identify the receipts and expenditures of program funds separately and accurately for each grant award?	•1pt: "Yes". •3pts: "No".	3		
Does the organization have an internal control plan in place?	•1pt: "Yes". •3pts: "No".	3		
Does the lead fiscal staff have experience with grant management?	•1pt: "Yes". •3pts: "No".	3		
Is the ARPA grant large in terms of percentage of overall funding for the organization?	•1pt: "No". •3pts: "Yes".	3		
FINANCIAL SYSTEM ASSESSMENT SCORE		**15**		

		3	2	1
Does the lead programmatic staff have experience with grant management?	• 1pt: "Yes". • 2pts: "N/A". • 3pts: "No".			1
Does the organization submit quarterly grant progress reports on time?	• 1pt: "Yes". • 2pts: "N/A". • 3pts: "No".		2	
Has the organization or assigned staff had experience executing procurement law?	• 1pt: "Yes". • 2pts: "N/A". • 3pts: "No".	3		
Does the organization have experience with AIA invoicing? (construction industry only)	• 0pt: Blank. • 1pt: "Yes". • 3pts: "No".	3		
Does the organization have experience executing contractor and/or beneficary agreements? (non-construction industries)	• 0pt: Blank. • 1pt: "Yes". • 3pts: "No".			
PROGRAMMATIC ASSESSMENT SCORE		9		

OVERALL TOTAL SCORE	39

This pre-award risk assessment of potential subrecipients is not an attempt to weed out all organizations without a perfect track record. Unless a potential subrecipient has displayed gross negligence in their handling of government funds, the assessment process is a way for the City to measure the strengths and weaknesses of prospective organizations and to identify appropriate support mechanisms to enable the subrecipients' compliance with applicable rules and regulations.