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| **Name of Grant Program:** Massachusetts 21st Century Community Learning Centers - Exemplary Programs Grant | **Fund Code:** 646 |

**Addendum F - Risk Factors Rubric**

The addition of new language to the Uniform Administrative Guidance ***(***[***2 CFR Part 200 Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards***](https://www2.ed.gov/policy/fund/guid/uniform-guidance/index.html)***)***  requires states to review the merit and risk associated with a potential grant recipient prior to making an award. In evaluating the risks posed by the grant applicants, the awarding agency may use a risk-based approach and consider items, such as:

* History of performance
* Fiscal management
* Meeting of grant requirements

**Risk Factor Point Deduction:**

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| --- | --- | --- | --- |
| **Risk Value** | **High** | **Moderate** | **Low** |
| **Deduction** | - 5 points | - 3 points | 0 points |

**Risk Factors**

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| --- | --- | --- | --- | --- |
| 1. **High Coordinator Turnover** | | | 1. **Portion of Allocation not Spent/Returned (FY 18 & 19)** | |
| High | | Every 1 to 2 years | High | Returned > $10,000 in grant |
| Moderate | | Every 3 Years | Moderate | Returned $5,000- $9,999 in grant funds |
| Low | | Greater than 3 years | Low | < $5,000 |
| 1. **Attendance at 21CCLC Coordinator Meetings/Trainings** | | | 1. **Attendance by Program Staff at Professional Development (PD)** | |
| High | Attended <50% meetings/trainings | | High | Attended 0 (zero) PD opportunities |
| Moderate | Attended at least 50% of meetings/trainings | | Moderate | Attended at least 1 (one) PD opportunity |
| Low | Attended >75% of meetings/ trainings | | Low | Attended >2 (two) PD opportunities |

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| 1. **Student Attendance- Met Minimum Requirements** | | 1. **Submitted Required Forms/Reports by Due Date (midyear, final/cont./PA forms)** | |
| High | Did not meet minimum average attendance hours for > 3 years | High | Late > 3 times without extension request/reports not completed or lacking significant amounts of information |
| Moderate | Did not meet minimum average attendance hours for 2 years | Moderate | Late 2 times without extension request (for 2 successive years)/reports insufficient (did not provide all requested information) |
| Low | Met minimum average attendance hours for 2 or more years | Low | Submitted all by due dates/reports complete. |
| 1. **Submitted Required Data within deadlines established (SAYO & Enrollment)** | | 1. **Met Required SAYO Sample Size** | |
| High | Missed > 3 deadlines each year without requesting extension | High | *Did not* meet minimum sample size for 3 years. |
| Moderate | Missed 2 deadlines each year without requesting extension | Moderate | Did not meet minimum sample size for 2 years |
| Low | Submitted on time | Low | Met minimum sample size |
| 1. **Served a % of Students in Subgroups (ELL, SPED, and ED) > School Population %** | | 1. **Program Operations** | |
| High | Served < population of subgroups in 3 or more categories | High | Program did not meet required hours for 3 years |
| Moderate | Served < population of subgroups in 2 or more categories | Moderate | Program did not meet required hours for 2 years |
| Low | Served > population of subgroups | Low | Program met required hours |
| 1. **Program/Fiscal Monitoring** | |  | |
| High | Programmatic and/or fiscal findings 3 or more times requiring corrective action |  |  |
| Moderate | Programmatic and/or fiscal issues 1-2 times requiring a formal plan |  |  |
| Low | No programmatic or fiscal findings. |  |  |