



SUBRECIPIENT RISK ASSESSMENT FORM

Reference 2 CFR 200.331

In accordance with 2 CFR 200.331, Montana Fish, Wildlife & Parks (“FWP”) conducts an initial risk assessment of all recipients of Federal funding during the review of program/project submissions. FWP evaluates each program/project to determine a risk level of Low, Medium, or High and identifies the appropriate level of compliance monitoring to be conducted by FWP throughout the course of the program/project.

Organization Information

Organization Name: _____	UEI #: _____
What year was your organization established? _____	List any other business names your organization has done business under: _____
Form Completed By: _____	Job Title: _____
Email: _____	Phone #: _____

Previous Experience with Federal Awards	Y	N	Comments		FWP Score
In the past 5 years, has your organization received a federal funding award/grant agreement from any organization?			Briefly Explain:		
If yes to the above, are you currently compliant with the agreement's monitoring plans?			If no, why?		
In the past 5 years, has your organization received any funding awards from FWP?			Please list (even if expired):		

Legal and Auditing Assessment	Y	N	Comments		FWP Score
Is the organization involved in any active lawsuits?			Briefly Explain:		
Has the organization ever been suspended or debarred from receiving funding by any governmental agency due to acts committed by the organization?			Briefly Explain:		
Were there any findings or violations in your most current audit?			Briefly Explain:		
If yes to the above, have corrective action plans been implemented to address the findings?			Briefly Explain:		

Financial Management Systems & Records	Y	N	Comments	FWP Score
Does your accounting system have the ability to account for each award/grant received by your organization separately?			Briefly Describe your accounting system:	
Does your organization have systems in place to properly document in-kind contributions?				
Are cash contributions properly documented as to source, date of receipt and date of deposit?				
Has your organization been able to meet its cash needs?				

Staff Qualifications	Y	N	Comments	FWP Score
In the last year, has the organization experienced turnover in grant management or fiscal staff?			Briefly Explain:	
Do the lead fiscal staff members have greater than five years combined experience with federal grant management?			List lead fiscal staff members, their job titles and # of years of experience:	
Does the lead programmatic staff have greater than five years combined experience with grant management?			List lead programmatic staff members, their job titles and # of years of experience:	
Does your organization have a continuity plan in place with respect to the management of the grant (i.e., in the event the grant program manager leaves)?			Briefly Describe:	

Total

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To Be Completed by FWP:			
Other Factors Considered for Risk Determination:			
Risk Rating:		Recommended Monitoring Actions:	
Reviewed by:		Date:	

Supplemental Information Needed:

Single Audit Requirement

Subrecipients are required to allow State access to Subrecipient's records and financial statements as required under Uniform Guidance (2 CFR 200). Subrecipients who expend less than \$750,000 in federal funds during the fiscal year are exempt from audit but are required to have available records for review or audit by State. Subrecipients who expend \$750,000 or more in federal funds during its fiscal year are required to have a single audit conducted in accordance with 2 C.F.R. 200.514 or undergo a program-specific audit.

Did you expend \$750,000 or more in federal funds during your most recent completed fiscal year?

Yes

No

If yes, please provide to Montana Fish, Wildlife & Parks a copy of the completed audit or a link to an electronic copy.

Over the next two years, how likely are you to expend \$750,000 or more in federal funds during any one fiscal year?

Highly Likely

Somewhat Likely

Unlikely

Executive Compensation

In your business or organization's preceding completed fiscal year, did your business or organization (the legal entity to which this specific SAM record, represented by a UEI number, belongs) receive (1) 80 percent or more of your annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements; and (2) \$25,000,000 or more in annual gross revenues from U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements?

Yes

No

Does the public have access to information about the compensation of the executives in your business or organization (the legal entity to which this specific SAM/UEI record represents)?

Yes

No

Over the next two years, how likely are you to meet the above condition in any one fiscal year?

Highly Likely

Somewhat Likely

Unlikely