Programmatic Risk Assessment Questionnaire
– FY27 Law Enforcement Camera Grant Program –

To meet the risk assessment requirements outlined in 2 CFR 200.205 and 44 Illinois Administrative Code 7000.340, ILETSB must evaluate the programmatic risk of each applicant during the pre-award process. This questionnaire is used by ILETSB to fulfill those risk assessment obligations.

*A separate Programmatic Risk Assessment is required for each grant application. Responses must be program/project specific.

Applicant Name (Legal name used on the Uniform Grant Application in EUNA and used for UEI registration and grantee pre-qualification)

GATA ID (six-digit numerical code assigned through the GATA grantee portal)

Individual Completing Programmatic Risk Assessment (name and title)

Contact information for Individual Completing Programmatic Risk Assessment (phone & email address)

1. Quality of Management Systems and Ability to Meet the Management Standards

1.1. Do you have written policies and procedures that guide program delivery on the topics of:

a) tracking and reporting of project outcomes

☐ Yes

☐ No

b) collection of documentation relevant to the project

☐ Yes

☐ No

c) staff management policies and procedures
☐ Yes
☐ No

d) complaint/grievance resolution policies and procedures
☐ Yes
☐ No

e) safeguarding funds, property and other assets against loss from unauthorized use of disposition
☐ Yes
☐ No

f) management of grant terms
☐ Yes
☐ No

1.2 Do you have internal controls that govern program delivery on the topics of:
a) Quality assurance reporting
☐ Yes
☐ No

b) Property control and tracking of inventory/equipment
☐ Yes
☐ No

1.3 Project Leader Experience
How many years of experience does the project leader have managing the scope of services required under this project?
☐ More than five years
☐ One to five years
☐ less than one year

1.4 Program Payments
a) Are program payments / expenses based on a rate or unit of service?
☐ Yes
☐ No

b) Does the organization have written procedures to ensure accurate invoicing?
☐ Yes
☐ No

c) Does a second person sign-off on the invoice?

☐ Yes

☐ No

1.5 Performance Reports

Is the organization prepared to utilize periodic performance reports to communicate program outcomes?

☐ Performance reports are an established part of grant management practices

☐ Performance data reporting is being developed as part of grant management procedures

☐ We do not currently report performance data within our grant management

2. History of Performance

2.1 Comparable Grant Experience

How many years of experience does your organization have with grants of comparable scope and/or capacity?

☐ More than five years

☐ One to five years

☐ Less than one year

☐ No experience (if selected, skip to question 3)

2.2 Project Goals and Outcomes

If your organization has received grants of comparable scope and/or capacity, provide a brief description of similar project goals and outcomes, specify the funder and applicable year.

2.3 Project Performance Reporting

During your last two fiscal years, how frequently has the organization submitted project performance reports on time?

☐ Always

☐ Reported late up to three times

☐ Reported late four or more times

☐ Not applicable – not a requirement of awards previously received

2.4 Performance Measures
Does your organization have performance measures that are tied to financial data?
☐Yes
☐ No

2.5 Have there been any significant changes in your organization in the last fiscal year related to program delivery?
a) Management / Leadership Personnel?
☐ Yes
☐ No

b) Reorganization or parent/subsidiary relationships
☐ Yes
☐ No

c) Significant changes in programs/grants funded
☐ Yes
☐ No

d) Statutory or regulatory requirements imposed on your organization type
☐ Yes
☐ No

Provide a brief explanation for all "Yes" responses to question 2.5

3. Reports and Findings from audits performed under Subpart F – Audit Requirements of this part or the reports and findings of any other available audit

3.1 During the last two fiscal years, has your organization been out of compliance with programmatic terms and conditions of awards?
☐ Organization has not been audited; skip ahead to Question 3.6
☐ No occurrences of non-compliance; skip ahead to Question 3.6
☐ One to three occurrences of non-compliance
☐ Four or more occurrences of non-compliance

3.2 If your organization had one or more occurrences of non-compliance with programmatic terms and conditions, summarize each occurrence.

3.3 Have corrective actions been implemented within the specified timeframe?

☐ Yes
☐ No
☐ Not Applicable

3.4 Provide an explanation for any corrective actions that were not implemented within the specified timeframe and for any corrective actions that remain open.

3.5 Have there been findings regarding conflict of interest within the last two fiscal years?

☐ Yes
☐ No
☐ Not Applicable

3.6 Has your organization ever been subject to specific conditions (listed in Exhibit E on the Uniform Grant Agreement issued with State award) due to program issues?

☐ Yes
☐ No
☐ Not Applicable, applicant has never received a State award

4. Applicant's ability to effectively implement statutory, regulatory, or other requirements imposed on awardees

4.1. To what extent does your organization have policies to ensure programmatic expenses are reasonable, necessary, and prudent (sensible)?

☐ Policies are implemented and followed
☐ Policies are implemented but not consistently followed
☐ Policies are being implemented
☐ The organization does not currently have these types of policies

4.2. To what extent does your organization have policies to ensure programmatic activities are allowable?

☐ Policies are implemented and followed
☐ Policies are implemented, but not consistently followed
☐ Policies are being implemented
☐ The organization does not currently have these types of policies

4.3. Has the organization been out of compliance with any statutory, regulatory, or other requirements of grant funding within the last two fiscal years?

☐ Yes
☐ No
☐ Not Applicable, applicant has not received grant funding within the last two fiscal years from any source

4.4. To what extent is your organization able to comply with all statutory requirements of this program?

☐ Fully able to comply with all statutory requirements
☐ With the following exception(s), the organization is able to comply:

5. Agency-specific Questions (as applicable based on the terms of the Notice of Funding Opportunity)

5.1. Will your organization designate someone to oversee required fiscal and performance reporting for this project?

☐ Yes
☐ No

5.2. Is there segregation of duties to ensure accurate and validated reporting?

☐ Yes
☐ No

5.3. Is the organization compliant with all requirements of Sections 15 of the Law Enforcement Camera Grant Act [50 ILCS 707] and Section 10-20 of the Law Enforcement Officer-Worn Body Camera Act [50 ILCS 706]?

☐ Yes
☐ No

5.4. Is the organization prepared to collect and report information as outlined in Section 20 of the Law Enforcement Camera Grant Act [50 ILCS 707] and/or Section 10-25 of the Law Enforcement Officer-Worn Body Camera Act [50 ILCS 706] (as it applies to their award) to the Board, the Governor and the General Assembly as required by May 1st of each year during the period of the grant award?

☐ Yes
☐ No

Certification

By signing this questionnaire, I certify to the best of my knowledge and belief that the responses are true, complete and accurate. All occurrences of non-compliance with programmatic requirements have been disclosed. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties (2 CFR 200.415).

Authorized Representative