

Organizational Risk Screening

This survey is to assist you in screening your internal and external risk related to your organization and its leadership and in identifying areas that would make you vulnerable in the event that someone wanted to minimize the impact of your work.

Risk Climate Screening

Answer the following questions for your organization

	Yes	No
Do you speak out on issues of political importance (such as Medicaid reform, funding of services, or the educational needs of children)?		
Have you ever testified before a legislative body?		
Have you or your organization ever been featured in the media?		
Have you ever had to disassociate from someone due to their actions?		
Do you ever have to take a firm stand against others while advocating for families?		
Do you promote cultural diversity and linguistic competence?		
Do other organizations have a purpose similar to yours?		
Are you seen as a leader by your peers?		
Do you supervise others?		
Do you compete for the funding you have?		
Total		

Considering your funding sources and your score from above, where do you fall in the risk matrix?

	Moderate Risk Score 1-6	High Risk Score 7-10
Sustainable	We have moderate risk and could survive without most of our current funding streams – we have options	We have high risk but could survive without most of the funding we currently have – we have a few options
Not Sustainable	We have moderate risk and would have difficulty sustaining the organization without most of our current funding – we have few options at this time	We have high risk and would have difficulty sustaining the organization without ALL of our current funding – we have no options at this time

Areas of Vulnerability

There is no such thing as a “low risk” organization in today’s world; an environment that could target organizational leaders and advocates of systems change for intentional or unintentional elimination, diminished credibility, or reduced capacity. The following are some areas where your organization could be vulnerable, should someone attempt to minimize your efforts. Areas of vulnerability must be managed to minimize the risk of your organization. These are just a few areas of vulnerability to consider when addressing the risk of your organization.

Accountability

Do you:

- Have a list of requirements (such as scope of work, work plan, timeline) for EACH program and/or funding source
- Review regularly the requirements with staff and Board to ensure compliance
- Have an outside review of requirements on an annual basis
- Have a calendar of due dates
- Know the process to be used for each contract or grant if you are selected for a site visit or monitoring

Financial Security

Do you:

- Understand all components of your contracts
- Have funding that is discretionary and not government based
- Have copies of referenced statutes, rule, or law in your contracts and grants
- Have and understand all audit/compliance processes and procedures
- Maintain records according to GAAP (Generally Acceptable Accounting Practices)

Organizational Operations

Do you:

- Follow IRS standards for employee vs. contractor
- Know the state and federal requirements for non profit management
- Have human resource procedures in place that have been reviewed and approved by an expert
- Ensure that your Board operates according to by-laws filed with state & IRS
- Have a practical strategic plan that follows your organizational mission

Relationships

Do you:

- Have multiple partners working toward systems change
- Have a blend of professional and advocate partners
- Maintain partnerships with multiple persons of power that represent a variety of views
- Keep your friends close and your enemies closer
- Maintain integrity when working with partners

Others

- _____
- _____
- _____

Use this chart to map out your vulnerable areas and strategize methods to manage or prevent consequences.

Area of Vulnerability	Associated Risks	Method to Manage

Adapted from the Organizational Assessment, United Advocates for Children of California, 2004