

HOPE VI Field Office Risk Assessment Form

The HOPE VI Risk Assessment Form has been created to serve as a tool for HUD field offices to utilize in determining whether a monitoring review should be conducted at a HOPE VI site. The final determination will be made by the field office PIH Director, who will take into other considerations such as availability of staff and travel funds. Again, the risk assessment form is not a requirement, but is designed as a tool for field office directors in making their final decision. Additionally, the form should be used to determine whether an on or off-site review should be conducted, as well as which sub-areas of the HOPE VI grant should be reviewed.

Directions for use:

- The form includes 23 generic questions relative to a HOPE VI project, most of which are answered by drop-down menus. Some, for example PHA HOPE VI Coordinator, allows you to input a name specific to that position. To do this, select the drop down, and select "blank." Then, go to the data cell and type in the name. When the desktop assistant asks you if you would like to rename this cell, select "yes."
- After answering all 28 questions, the form will generate a "score" based off of the weighted responses, and a risk "designation" of low, medium, or high.
- After completion, the risk assessment form should be printed and kept in an official file for that respective HOPE VI grant for purposes of documentation.

Risk Assessment Factors

Catalog	Answer	Points
Grant Amount:	Above 20 Million, Above 35 Million	1,2
Missed Locked Checked Points:	Yes	1
Number of Missed Locked Check Points:	2 or more	1
Open Audit Findings related to HOPE VI from OIG:	Yes	1
Number of Findings related to HOPE VI from OIG:	2 or more	1
Open Audit Findings related to HOPE VI from IPA:	Yes	1
Number of Findings related to HOPE VI from IPA:	2 or more	1
Date of the last Field Office review:	Over 1 year	1
Change in Key Player:	HUD Staff, PHA Staff, Developer Staff	1
PHA Risk Assessment Scores for PIC:	Medium, High	1, 2
PHAs' Designation Status of the PHA:	Sub-standard, Trouble	1, 2
SEMP Score of the PHA:	Below 70, below 60	1,2
PHA has more than one HOPE VI Grant:	Yes	1
Adverse Publicity:	Yes	1

Note: Low Risk is below 6 Points.

Medium Risk is 6 to 11 Points

High Risk is 12 and above Points.