

**Nevada Department of Education
Pre-Award Assessment Rubric**

Risk Factor	Least Risk (0)	Medium or High Risk (1)
Is the applicant currently debarred?	No	Yes: not eligible to receive funds
Is the applicant currently in receivership?	No	Yes
What is the applicant's Unique Entity Identifier (UEI)?	Has an active UEI number	No UEI number
What is the applicant's SAM.gov status?	Clear and active status in SAM.gov	Inactive status on SAM.gov
What is the applicant's Nevada Vendor status?	Has an active Nevada Vendor number	Does not have an active Nevada Vendor number
Did the applicant have and submit their Internal Controls?	Has and submits internal controls	Does not submit internal controls / Does not have internal controls document
Did the applicant have and submit their Financial Management Policies?	Has and submits financial management policies	Does not submit financial management policies / Does not have a financial management policy
Did the applicant have and submit their Conflict-of-Interest Policy?	Has and submits conflict-of-interest policy	Does not submit conflict of interest policy / Does not have a conflict-of-interest policy
Did the applicant have and submit their Civil Rights Policy?	Has and submits civil rights policy/statement	Does not submit civil rights policy / Does not have a civil rights policy
Did the applicant have and submit their Student Privacy Policy?	Has and submits a policy related to protection of student privacy/data	Does not submit student privacy statement / Does not have a policy
Did the applicant have and submit their Ledger of Expenditures?	Has and submits ledger of expenditures	Does not submit ledger of expenditures / Does not have a ledger of expenditures
What is the status of any relevant accreditations and/or licenses for the applicant?	The applicant holds the relevant accreditation status and/or licenses	The applicant has recently lost accreditation and/or relevant licenses
Does the applicant plan to subcontract their awarded funds?	The applicant will not be subcontracting the awarded funds	The applicant will be subcontracting the awarded funds
Does the applicant's project align with one or more of NDE's 2020 STIP goal strategies?	The applicant's project clearly aligns with one or more of NDE's 2020 STIP goal strategies	The applicant's project does not clearly align with any of NDE's 2020 STIP goal strategies
Does the applicant have previous experience working with similar grants? (e.g., federal or state, amount of funding, etc.)	Applicant has previous history working with similar grants	Applicant is new to working with grants of similar size and/or complexity
Does the applicant have adequate financial staffing and experience to implement and manage the grant?	80% or more of positions are filled and have the training needed to effectively manage the grant	20% or more of positions are vacant or hiring and will need training to effectively manage the grant

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Does the organization document an indirect rate and/or administrative rate, and is the applicant able to segregate these costs (particularly indirect) from other funds?	Applicant is able to segregate indirect costs from other funds	Applicant is unable to segregate indirect costs from other funds
What accounting system does the applicant use, and can it identify receipts and expenditures of program funds separately and by budget categories?	Accounting system in place identifies receipts and expenditures of program funds separately for each award and by budget cost categories	Accounting system does not identify receipts and expenditures separately for each award and by budget cost categories
Does the applicant have a time and effort accounting system in place?	Has a time and effort accounting system in place	Does not have a time and effort accounting system in place
If match or maintenance of effort is required, has applicant identified an allowable and sustainable source?	There are no matching/MOE requirements for the applicant	There are match or MOE requirements for the applicant
What is the status of recent financial audits for the applicant?	No findings on the most recent audits	No recent audits were conducted or one or more findings on the most recent audit
Is the applicant's Single Audit clear of any significant findings in the past three years?	No findings in the previous three fiscal years.	One or more findings in the previous three fiscal years.
What was the Financial Subrecipient Monitoring score for the applicant in the previous fiscal year?	0-10 = 0	11-20 = 1 21-30 = 2 31-40 = 3 41-50 = 4 51-60+ = 5