**Risk Mitigation**

Keep this document to a maximum of **five (5) pages** (font – Times New Roman 11 Justified Text) when filled – applicant must remove instructions/guidelines given herein under each section.

Identify all potential risks related to program, operations, finance, procurement, stakeholders, proposed activities and security that could hamper the project‘s completion and the proposed strategies to manage/mitigate each risk. Use the following table to record relevant risk as per the context, nature of program, operating context/environment. The potential applicant will be required to also incorporate risks and mitigations strategy for the risks identified by Concern RAPID Fund during review/evaluation of proposal, due diligence and the potential risks based on lesson learned/experience of working in similar context/projects with other sub-grantees.

|  |  |  |  |
| --- | --- | --- | --- |
| **Risk Description** | **Probability** | **Impact** | **Mitigation Measures** |
| A brief description of the risk (if not clearly defined/understood it would be difficult to measure the probability, impact and to identify mitigation measures) | The chance/likelihood that the identified risk will occur (applicant can rank probability high, medium or low based on previous trends and exposure) | The consequence of risk results/occurrence of identified uncertain event (applicant can rank impact high, medium or low based on consequences) | The measure to reduce likelihood of risk occurring / Avoiding risk that may not affect program delivery. |
| Programmatic Risks: Applicant needs to focus on the risks associated with service delivery including social mobilization, targeting beneficiaries and areas fraud, waste, and abuse associated with the proposed activities, protection, environmental risks and challenges that affect the program deliverables and give description of how the organization proposes to reduce such risks within the proposed program/project. Please add/delete row as required. | | | |
| Briefly describe the potential risk | High, medium or low | High, medium or low | Describe mitigation measures strategy to cope with risk |
| Briefly describe the potential risk | High, medium or low | High, medium or low | Describe mitigation measures, strategy to cope with risk |
|  |  |  |  |
| Systems/Operational Risks: Applicant need to focus on the risks associated to Human Resource, Logistics, supplies, cost and quality aspects of the projects as well as compliances to government, donor and internal procedures/policies. Please add/delete row as required. | | | |
| Briefly describe the potential risk | High, medium or low | High, medium or low | Describe mitigation measures, strategy to cope with risk |
| Briefly describe the potential risk | High, medium or low | High, medium or low | Describe mitigation measures, strategy to cope with risk |
| Humanitarian Access: Applicant needs to focus on the risks associated with humanitarian access, obtaining project and travel NoC, risk related to monitoring of the on-going activities and remote monitoring strategy (if required). | | | |
| Briefly describe the potential risk | High, medium or low | High, medium or low | Describe mitigation measures, strategy to cope with risk |
| Briefly describe the potential risk | High, medium or low | High, medium or low | Describe mitigation measures, strategy to cope with risk |
| Safety and Security Risks: Applicant needs to focus on the risks associated with safety and security risk that may affect the program implementation, staff and assets. Please add/delete row as required. | | | |
| Briefly describe the potential risk | High, medium or low | High, medium or low | Describe mitigation measures, strategy to cope with risk |
| Briefly describe the potential risk | High, medium or low | High, medium or low | Describe mitigation measures, strategy to cope with risk |
| Fiduciary Risks: Applicant needs to focus on the risks associated with risk of financial fraud including conflict of interest, procurements, expenditures, financial payments and bribery. Please add/delete row as required. | | | |
| Briefly describe the potential risk | High, medium or low | High, medium or low | Describe mitigation measures, strategy to cope with risk |
| Briefly describe the potential risk | High, medium or low | High, medium or low | Describe mitigation measures, strategy to cope with risk |

|  |
| --- |
| **Reporting Mechanism:** |
| Please explain the mechanism for reporting the risk events. If a risk is matured or identified being potential to be occurred. Applicant need to provide information on the reporting mechanism that risk management process is adequately reported to inform decision and ensure accountability of risk (how, when and to whom the risk can be reported). |