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| ID | Name | Primary Actor | Brief Description | Risk |
| 1 | Apply for Grants | Senior Director Director/Donor | Research available grants, fill out grant forms, send off application. | Low |
| 2 | Process Grants Received | Senior Director Director | Evaluate grant, record grant, generate receipt. | Low |
| 3 | Send Reports | Senior Director Director/Program Assistant/Donor | Print report for filing, email report | Low |
| 4 | Track Benchmarks | Senior Director Director, Program Assistant, and Youth Specialist | Input results from meetings, analyze results | High |
| 5 | Track Outcomes | Senior Director Director, Program Assistant, and Youth Specialist | Input results from surveys from students and parents, review results from school, analyze results | High |
| 6 | Generate Enrollment for Urban Youth Golf Program | Program Assistant /Youth Specialist | Obtain enrollment forms, process forms | Low |
| 7 | Track Students for Urban Youth Golf Program | Senior Director/Program Assistant | Make schedule, take attendance, run program, enter attendance into system, input attendance and satisfaction numbers | Low |
| 8 | Generate Reports for Urban Youth Golf Program | Senior Director Director/Program Assistant | Input requirements for report, Run reports requested | Low |
| 9 | Generate Enrollment for Summer Youth Employment | Program Assistant/Youth Specialist | Obtain enrollment forms, process forms | Low |
| 10 | Track Students for Summer Youth Employment | Senior Director Director/Program Assistant | Make schedule, take attendance, run program, enter attendance into system, input attendance and satisfaction numbers | Low |
| 11 | Generate Reports for Summer Youth Employment | Senior Director Director/Program Assistant | Input requirements for report,  Run reports requested | Low |
| 12 | Generate Enrollment for Project Ready  School Year | Program Assistant/Youth Specialist | Obtain enrollment forms, process forms | Low |
| 13 | Track Students for Project Ready School Year | Senior Director Director/Program Assistant | Make schedule, take attendance, run program, enter attendance into system, input attendance and satisfaction numbers | Low |
| 14 | Generate Reports Project Ready School Year | Senior Director Director/Program Assistant | Input requirements for report,  Run reports requested | Low |
| 15 | Generate Enrollment for Project Ready Summer Reach | Program Assistant/Youth Specialist | Obtain enrollment forms, process forms | Low |
| 16 | Track Students for Project Ready Summer Reach | Senior Director/Program Assistant | Make schedule, take attendance, run program, enter attendance into system, input attendance and satisfaction numbers | Low |
| 17 | Generate Reports for Project Ready Summer Reach | Senior Director Director/Program Assistant | Input requirements for report, Run reports requested | Low |
| 18 | Generate Enrollment for Rising 5th Graders | Program Assistant/Youth Specialist | Obtain enrollment forms, process forms | Low |
| 19 | Track Students for Rising 5th Graders | Senior Director/Program Assistant | Make schedule, take attendance, run program, enter attendance into system, input attendance and satisfaction numbers | Low |
| 20 | Generate Reports for Rising 5th Graders | Senior Director Director/Program Assistant | Input requirements for report,  Run reports requested | Low |
| 21 | Generate Enrollment for Street Academy | Program Assistant/Youth Specialist | Obtain enrollment forms, process forms | Low |
| 22 | Track Students for Street Academy | Senior Director/Program Assistant | Make schedule, take attendance, run program, enter attendance into system, input attendance and satisfaction numbers | Low |
| 23 | Generate Reports for Street Academy | Senior Director Director/Program Assistant | Input requirements for report,  Run reports requested | Low |
| 24 | Generate Enrollment for Supplemental Education Services | Program Assistant/Youth Specialist | Obtain enrollment forms, process forms | Low |
| 25 | Track Students for Supplemental Education Services | Senior Director/Program Assistant | Make schedule, take attendance, run program, enter attendance into system, input attendance and satisfaction numbers | Low |
| 26 | Generate Reports for Supplemental Education Services | Senior Director Director/Program Assistant | Input requirements for report,  Run reports requested | Low |
| 27 | Generate Enrollment for Digital Connectors | Program Assistant/Youth Specialist | Obtain enrollment forms, process forms | Low |
| 28 | Track Students for Digital Connectors | Senior Director/Program Assistant | Make schedule, take attendance, run program, enter attendance into system, input attendance and satisfaction numbers | Low |
| 29 | Generate Reports for Digital Connectors | Senior Director Director/Program Assistant | Input requirements for report,  Run reports requested | Low |
| 30 | Generate Enrollment for Rising 5th graders – summer | Program Assistant/Youth Specialist | Obtain enrollment forms, process forms | Low |
| 31 | Track Students for Rising 5th graders - summer | Senior Director/Program Assistant | Make schedule, take attendance, run program, enter attendance into system, input attendance and satisfaction numbers | Low |
| 32 | Generate Reports for Rising 5th graders - summer | Senior Director Director/Program Assistant | Input requirements for report,  Run reports requested | Low |
| 33 | Generate Enrollment for “Doing the Right Thing” (community engagement) | Program Assistant/Youth Specialist | Obtain enrollment forms, process forms | Low |
| 34 | Track Enrollees for “Doing the Right Thing”(Community Engagement) | Senior Director/Program Assistant | Make schedule, take attendance, run program, enter attendance into system, input attendance and satisfaction numbers | Low |
| 35 | Generate Reports for “Doing the Right Thing” (community engagement) | Senior Director Director/Program Assistant | Input requirements for report,  Run reports requested | Low |
| 36 | Generate Enrollment for Education Summit | Program Assistant/Youth Specialist | Obtain enrollment forms, process forms | Low |
| 37 | Track Students for Education Summit | Senior Director/Program Assistant | Make schedule, take attendance, run program, enter attendance into system, input attendance and satisfaction numbers | Low |
| 38 | Generate Reports for Education Summit | Senior Director Director/Program Assistant | Input requirements for report,  Run reports requested | Low |
| 39 | Generate Enrollment for Golf Scramble | Program Assistant/Youth Specialist | Obtain enrollment forms, process forms | Low |
| 40 | Track Enrollees for Golf Scramble | Senior Director/Program Assistant | Make schedule, take attendance, run program, enter attendance into system, input attendance and satisfaction numbers | Low |
| 41 | Generate Reports for Golf Scramble | Senior Director Director/Program Assistant | Input requirements for report,  Run reports requested | Low |
| 42 | Administration of System | System Administrator | Performing back-ups, maintain the system, security of the system | High |
| 43 | Create New Grantor/Donor | Senior Director/Program Assistant | Add new grantor/donor demographics to system | Low |
| 44 | Log-In | Senior Director, Program Assistant, and Youth Specialist | Log-in user for system access | Low |

4, 27-32, 44

27) Generate Enrollment for Digital Connectors

28) Track Students for Digital Connectors

29) Generate Reports for Digital Connectors

30) Generate Enrollment for Rising 5th graders – summer

31) Track Students for Rising 5th graders – summer

32) Generate Reports for Rising 5th graders - summer