New: Organizational Capacity Questionnaire (OCQ)

What is the new OCQ?

The OCQ is a pre-award assessment tool from GOCPP used to determine risk and monitoring levels throughout the life cycle of a grant. It reviews an applicant's organizational stability, financial management practices, internal controls, and program operations. This replaces the Sub-recipient Organizational Capacity Questionnaire used previously.

How is it completed?

- The OCQ is completed in Qualtrics using the link: Organizational Capacity Questionnaire
- The OCQ must be completed by the entity's Chief Executive or Financial Officer.
- Every question is a required field in the form
- Best practice is to completed the OCQ in one sitting to avoid technical issues or data loss.

What information is needed?

Every question can be previewed before starting the Qualtrics form at the following link: OCQ Questions Preview

Tip: Try having the preview of the questionnaire open in a separate tab while providing the information in Qualtrics. It is helpful as a guide.

Are there required attachments?

No. Documents and attachments will be uploaded in the Grants Management System based on the specific funding opportunity.

When does this need to be completed?

A new OCQ will be required to be completed once at the organizational level annually. It is not required to be done for each individual application.

Questions?

- Help Video
- Technical Assistance: dlmsac.gocpyvs@maryland.gov