

## NEDP New Agency Sustainability Plan

Agency Name:

Name of Respondent:

Title of Respondent:

Date:

*Please complete the following form. All questions should be answered.*

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1. Who will be the program's NEDP staff, how many staff will initially be trained and how will the roles of Advisor, Assessor, and Portfolio Reviewer be distributed?
  
2. How will NEDP staff members be compensated for their responsibilities?
  
3. How many FTEs and PTEs will be dedicated to the NEDP program?
  
4. If NEDP staff leave, what is the recruitment/replacement plan?
  
5. How will NEDP-related data be collected and by whom?
  
6. How will the program's NEDP be funded, outside of possible SED funding? Initial startup cost considerations should include:
  - a) Funding
  
  - b) Facility rental costs, including utilities, if appropriate

c) Training and follow-up certification costs, including New Site Training, Portfolio Reviews, and Evaluation Workshops

d) Additional assessment costs for the first year (such as TABE)

e) CASAS annual site fee if not funded by SED

7. How will the program leverage regional resources?

8. What grant funding can be used?

9. Since NEDP is not an instructional program, what resources will be available for NEDP clients that need instructional support

10. Whom will the program serve, and how many localities will be served?

11. How will new clients be identified?

12. What outreach strategies will the program use to let the public know about the program?

13. How many clients will be in the initial cohort?

14. How many clients does the program hope to serve in the first year?
15. What is the plan for the program's NEDP growth?
16. How will the staff stay in touch with clients who are in the program?
17. Does the program have sufficient technology to support NEDP?
18. How will the NEDP impact local and regional partnerships?
19. How will the program establish sustained relationships with local employers and workforce development agencies to promote NEDP?