WFSN IMPLEMENTATION PLAN OUTLINE
I. Logic Model
II. Leadership
   a. Vision of the leadership for WFSN as a campus-wide approach
   b. Evidence of buy-in and commitment
   c. Leadership engagement plan
III. Staffing
   a. Administrative home for WFSN
   b. Grant management plan
      i. Provide your institution’s plan to ensure that the implementation plan remains on
         target throughout the grant cycle (tracking deliverables, identifying obstacles, ensuring
         deliverables and outcomes are met).
   c. Staffing plan and leadership team composition
   d. Professional development plan
   e. Staff contact information including: President or Chancellor; key contact/administrative
      oversight; data contact; communications contact; etc.
IV. Three Pillars (Education and Employment/Work and Income/Financial and Asset Building Services)
   a. Current and New Services
      i. For each service:
         1. Data evidence for need
         2. Target population
         3. Level of service (low, medium, high-touch)
         4. Number of students served annually
         5. Goals and Obstacles
         6. Timeline
         7. Staff responsible
V. Partnerships
   a. External partnerships
      i. Which pillar
      ii. What staff is responsible for partnership management
      iii. Timeline
   b. Internal partnerships
      i. Which pillar
      ii. What staff is responsible for partnership management
      iii. Timeline
   c. Contracts/MOUs/Data sharing plans

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1 Complete Implementation Plan Template will be released in July 2014.
VI. Integration into the college’s infra-structure
   a. Integration plan
   b. Integration mapping (graphic depiction of integration across services)

VII. Data
   a. Existing data capacity evaluation
      i. Evaluation includes: staff capacity; ability to track student level data; ability to link
         student level data with academic data; benefits access data; UI data; limitations of
         intake process.
   b. WFSN data plan including:
      i. Plan that encompasses: student level data tracking; WFSN data intake process; staffing
         plan to allow for necessary data tracking; Linking student level data to academics;
         Benefits access and UI collection (potential for a consortium wide plan)
      ii. Timeline

VIII. Budget
   a. Excel
   b. Narrative

IX. Communications and Marketing
   a. Completed WFSN Communications Plan Template (distributed at WFSN Inaugural Forum)
      i. Internal and External

X. Institutional Change
   a. Policy change evaluation
   b. Evaluation of current college culture and obstacles to culture change

XI. Scaling and Sustainability
   a. Number of students served annually
   b. Faculty and staff engagement
   c. Resources for scale
   d. Scaling plan

XII. Evaluation Plan

XIII. Consortium Engagement Plan (developed collaborative by consortium)
   a. Timeline detailing learning events, meetings, and calls conducted by consortium