**Pathway Navigation RFA**

**Quality Checklist**

**September 26, 2018**

1. Completeness

1. Addresses all three areas

2. All sections completed

3. Activities within budget

4. All initiatives represented, e.g., Guided Pathways, SSSP, Equity, in addition to SWP

1. Quality
2. NEEDS

* Responsive to self-assessment results and gaps
* Findings described completely
* Strategies are related to results of self-assessment
* Selected practices to pursue are based on evidence
* Identifies target populations
* Clear alignment of target populations to needs
* Adequate detail about how student needs will be addressed

1. STRATEGIC APPROACH

* Alignment – evidence of robust participation and alignment of activities
* Metrics and Leading Indicators – alignment of metrics and leading indicators across initiatives and use of existing data collection processes to collect and review data
* Funding – funding relates directly to needs assessment; resources leveraged

1. ACTION PLAN AND IMPLEMENTATION

* Action plan – sufficient detail to drive action
* Core team – representation from all initiatives
* Milestones – ambitious, yet achievable in Year 1
* Internal communication and change management – processes in place to keep parties informed and focused on the goal
* Professional development – needs identified and linked to self-assessment and anticipated actions
* Sustainability – detail provided on how work will be institutionalized
* Continuous improvement – process in place for monitoring progress, reviewing results, adjusting plans, and setting new goals based on data