

Figure 3.7: Success Tool—Feasibility Analysis Worksheet

Instructions: Complete this worksheet with your team. Start by reading the following questions. Then, add any local factors that could have an impact on the project. Next, answer the questions with *yes* or *no*. Finally, list the evidence that supports each answer. If any question can't be answered with a *yes*, your team will need to plan how to fix or reduce the impact of that factor.

Questions	Yes or No	Evidence
1. Does the culture of the school support the expected behaviors that the project supports?		
2. Is sponsorship for the project and its related initiatives ensured in the long term?		
3. Is oversight or governance of the planned project in place beyond the immediate launch or refocus?		
4. Is there evidence that you can get adequate funding over the time required for the project to be effective? (For example, if a grant is available so you can start the work, what funding source will keep the work going after the grant expires?)		

REPRODUCIBLE

Questions	Yes or No	Evidence
5. Are expected new behaviors for implementing the project integrated into jobs, performance measures, and evaluations? (If the new behaviors are seen as "outside the regular work," it will be difficult to sustain them.)		
6. Are resources being committed to support the adoption of new behaviors over the long term? (For example, will resources for retraining or coaching be available after the start-up?)		
7. Is the infrastructure in place to support the interventions? (For example, are people, time, working arrangements, and more available to get the proposed work done?)		
8. Do current leadership and administrative practices support the new behaviors necessary to implement the project? (For example, do job descriptions and roles and responsibilities support doing the work of the project?)		
9. Is there a planned process for monitoring outcomes and impacts and measuring progress and results that will give people feedback in time to adjust?		

REPRODUCIBLE

Questions	Yes or No	Evidence
10. Will the change that each intervention produces be enough to outweigh the estimated cost and effort?		
11. Will the targeted results be accepted as achievement or success? (For example, is everyone in agreement on what effectiveness and success look like?)		
12. Are all proposed interventions aligned with each other so they will work together to achieve the desired state of performance and results? (For example, are improved recruiting processes aligned with the school's plans to enhance specific student outcomes?)		
13. Will there be a critical mass of internal stakeholders to support this effort? (A critical mass is 51 percent of the right people—those who can influence others to support the effort, who can offer resources or help, and who could stall progress or prevent the work from being sustainable.)		
14. Will there be a critical mass of external stakeholders to support this effort?		
15. Other questions:		

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