Readiness Assessment

The Cutler Institute has designed this readiness assessment to support organizations and individuals to better understand their capacity to implement a work-based learning program such as G2O. This assessment is designed to provide you with insight into your internal capacity in a number of critical areas that are central to the G2O model, including **staffing**, **community partners**, and **funding**. In each section, you have the opportunity to rate your agreement with a series of statements related to what we consider to be fundamental and foundational elements of the G2O model. Each section guides you in determining scores to help you reflect on your organization's ability to implement the different components of the model and make decisions about your next steps. Ready? Let's get started!

How to use the Readiness Assessment

Using a scale of 1-5, please rate each statement in the following Staffing, Community Assets, and Funding categories considering **how much you agree or disagree**.

1	2	3	4	5
STRONGLY DISAGREE	DISAGREE	NEUTRAL	AGREE	STRONGLY AGREE

Use the tabs on the right side of the page to navigate to the corresponding categories.

Staffing

It is critical to have dedicated staff to organize and implement the program. Suggested staff roles and responsibilities are outlined in the toolkit and may include: cultivating relationships with schools, businesses and community organizations to serve as host sites and partners; recruiting youth participants and college-age Team Leaders; coordinating the summer schedule, and more. It is also important that there is buy-in from the leadership of your organization to support the time and resources that staff will need to commit to this program.

On a scale of 1-5, how much do you agree or disagree with the following statements considering your community and organization. 1 = strong disagree, 2 = disagree, 3 = neutral, 4 = agree, 5 = strongly agree.

Organizational/Staff Capacity and Experience	Rate 1–5
Organizational leadership is committed to youth-focused workforce development/career pathways programming	
Our organization and staff have experience developing youth programming	
Our organization and staff have experience in building youth/adult partnerships	
Our organization has experience with recruiting and hiring youth and young adults	
Our organization has internal Human Resources practices and processes that support paying youth and young adults	
Our organization has experience covering liability for host sites, such as offering workers compensation benefits	
Staff in our organization have capacity to oversee G2O program implementation, which means dedicating 15-20 hours per week to G2O for at least 1-2 people	
Staff have experience incorporating youth voice and reflection into trainings, workshops, and activities	
Staff have youth-focused facilitation experience	
Staff have knowledge of youth-focused workforce development concepts, including 21st Century Skills development	
Staff have experience building relationships with employer partners	
Staff have experience building relationships with community-based organizations, including schools	

Subtotal   /60

Training & Workshops	Rate 1–5
Staff in our organization can lead trainings and workshops on:	
Team building	
Job supervision	
Conflict resolution	
Mentoring	
Understanding group dynamics	
Community organizing and engagement	
Supporting diverse groups and addressing systemic oppression	

Subtotal   /35

Staffing Total Score	/95
Reflect on your scores. Are you lower in organizational and staff capacity/ experience or specific training content? If your scores are low in organizational and staff capacity, consider what internal shifts you could make to allocate more time or resources to this work. If you are lower in the training topics, consider whether there are partners you could collaborate with to strengthen your ability to provide essential workshops and trainings.	19 – 40
Is there one area (staff experience, workshops or trainings) where you were stronger/weaker? Is it possible to focus on one of these areas to strengthen your readiness to implement the program? And/or are there partner organizations you could collaborate with to offer components of the model?	41 – 75
This is a strong area for your organization. While there is always room to grow, it probably wouldn't be too challenging for your staff/organization to design, facilitate and implement the programmatic components of G2O.	76 – 95

Community Assets

G2O is most successful when it is a community-based effort. The G2O model is designed to bring together the assets of a local community in order to support the development of work-based skills and competencies for youth and young adults. Think about the local organizations and businesses in your community when completing the section below.

On a scale of 1-5, how much do you agree or disagree with the following statements considering your community and organization. 1 = strong disagree, 2 = disagree, 3 = neutral, 4 = agree, 5 = strongly agree.

Local Host Sites/Employers	Rate 1–5
Local organizations/businesses need to fill current vacancies and build a talent pipeline	
Local organizations/businesses represent a range of industries/sectors	
Local organizations/businesses have experience with/interest in hiring youth (ages 16-19)	
Local organizations/businesses can commit to financial sponsorship of a project (typically $15,000 per project team)	
Local organizations/businesses can identify 1-2 staff members who can support the project as a host site supervisor or on-site support	

Subtotal /25

Partners/Support Services	Rate 1–5
Local community partners offer financial management services/training, including how to open youth bank accounts	
Local community partners make connections to wraparound supports for youth, including childcare, transportation, lunch, and mental health services	
Local schools offer academic or extracurricular credit for work/internships completed during the summer	
Local community partners offer trainings that complement the program, including those listed above under Trainings & Workshops	
Our organization and staff have existing community-based partnerships that could support this work	

Subtotal /25

Community Assets Total Score	/50
Start small. Consider launching 1-2 host sites so that staff can deeply engage with them during the summer. Also consider partnering with 1-2 local organizations to provide support services that will bolster the young people's experience.	10 – 20
Are there 1 or 2 areas where you scored lower? Is it possible to focus on one of these areas to strengthen your readiness to implement the program? And/or are there partner organizations you could collaborate with to provide missing pieces?	21 – 35
This is a strong area for your organization. While there is always room to grow, it probably wouldn't be too challenging for your staff/organization to engage local host sites and community partners that have helpful services to offer youth involved in the program.	36 – 50

Funding

G2O is a program that takes time and resources to implement and oversee. It is important to build a budget and explore resource development early in the planning process. You will need funding to pay the wages of the youth participants and Team Leaders, as well as additional funding/support for staff time, supplies/materials, transportation, and lunch for the youth. Some host sites may be able to sponsor a project team while others may only be able to provide in-kind support.

On a scale of 1-5, how much do you agree or disagree with the following statements considering your community and organization. 1 = strong disagree, 2 = disagree, 3 = neutral, 4 = agree, 5 = strongly agree.

Funding Sources	Rate 1–5
Local funders are interested in work-based learning programs for youth and young adults	
Local employer(s) could sponsor a project team and cover all costs	
Our organization has existing funding or resources that could be allocated to this program, including paying wages and purchasing supplies, food, etc.	
Our organization is connected to our local Workforce Board or Career Center to access federal funds to support wages and other support services for youth participants	
Other private, public, local funding sources are available for our organization to apply for	

Subtotal   /25

Funding Total Score	/25
Start small or don't start. Is it possible to find ways to reallocate funds within your organization and/or partner with another organization whose mission aligns with youth employment?	5 – 10
Is there one area (local funders, employers, others) where you scored higher/lower? Is it possible to focus on one of these areas to ensure you have funds to implement the program? And/or are there partner organizations you could collaborate with to minimize the costs of the program?	11 – 18
This is a strong area for your organization. While there is always room to grow, it probably wouldn't be too challenging for your staff/ organization to engage funders and implement a well-resourced program.	19 – 25