

CNMI Sustainability Plan

Prepared by

[CNMI Public School System]

*Revision history*

<b>Version</b>	<b>Description</b>	<b>Point of Contact</b>	<b>Date</b>
1.0	Initial Release	Annette Pladevega	March 6, 2023

**Background and purpose of the sustainability plan**

Enter text in this section to outline the scope, goals, and timeframe for the sustainability plan and makes the case for sustaining the data system. Summarize the scope and purpose for the data system and include information about the data system’s current status, governance, political and organizational context, and any related legislation.

**Demonstration of value**

*Strengths to build upon*

Describe how your organization has succeeded in capturing and communicating the data system’s value. Include the strengths from the Summary portion of “Section A. Demonstration of Value” in the *Sustainability Self-Assessment Tool*.

Objective	Strengths to Build On
Assess and communicate value	
Meet stakeholders’ needs	Alignment to system priorities to clearly identified users
Widespread use	Going through partners, LEA staff, and Data Governance Committee

*Areas to address*

Describe areas for improvement for capturing and communicating the data system’s value. Include the highest priority areas to address from the Summary portion of “Section A. Demonstration of Value” in the *Sustainability Self-Assessment Tool*.

Objective	Highest Priority Area(s) to Address
Assess and communicate value	Create metrics
Meet stakeholders’ needs	Documenting stakeholder feedback
Widespread use	Communicate to executive leadership and government leaders

*Action plan*

Add rows in the table below with specific actions that your organization will take to address the above areas and demonstrate the data system’s value. Indicate when each action will be completed and who is responsible for it. Include additional rows as needed.

#	Action Item	Due Date	Assigned To
1	Our data system will have metrics or objectives to assess the value it provides to stakeholders.	Jul 14, 2023	Annette Jeaniffer
2	We will record the value that data system products and tools provide (including stakeholder testimonials).	Jul 14, 2023	Annette

#	Action Item	Due Date	Assigned To
3	We will capture and document how stakeholders have used the data system to make decisions.	Jul 14, 2023	Annette
4	We will know whether (and which) stakeholders are getting the information and data resources that they need	Jul 14, 2023	Annette
5	For improvement, We will align the data system's priorities and outputs with CNMI PSS priorities and SLDS Partner Agencies.	Jul 14, 2023	Annette
6	For improvement, We will clearly identify the intended users for the system's products and tools	Apr 10, 2023	Jeaniffer
7	For improvement, We will know for what purposes stakeholders are using the system	Jul 14, 2023	Annette

**Stakeholder support**

*Strengths to build upon*

Describe how your organization has succeeded in securing support from stakeholders. Include the strengths from the Summary portion of “Section B. Stakeholder Support” in the *Sustainability Self-Assessment Tool*.

Objective	Strengths to Build On
Distribution of stakeholder support	Continuously communicate with leadership and educators
Efforts to bolster stakeholder support	Ensuring alignment to policy and program priorities
Professional development and training	Expand PD by creating online mini PD's on data literacy

*Areas to address*

Describe areas for improvement for securing support from stakeholders. Include the priority areas to address from the Summary portion of “Section B. Stakeholder Support” in the *Sustainability Self-Assessment Tool*.

Objective	Highest Priority Area(s) to Address
Distribution of stakeholder support	Marketing plan needs to bolster P20W partners. Leadership needs to be informed of the value of our data system.
Efforts to bolster stakeholder support	Brand products
Professional development and training	Create short 5-10 question surveys to obtain feedback and assess the effectiveness of training

*Action plan*

Add rows to the table below with specific actions your organization will take to secure stakeholder support for the data system. Indicate who is responsible for the action and when it will be completed. Include additional rows as needed.

#	Action Item	Due Date	Assigned To
1	We will document stakeholders’ support for the system	Apr 10, 2023	Jeaniffer
2	We will have a systematic method to track stakeholder input and awareness of the system’s products	Jul 14, 2023	Annette
3	We will require that reports and presentations using data from the system be branded with the system name or logo	Apr 10, 2023	Annette
4	For improvement, We will stay abreast of our stakeholders’ current policy and programmatic priorities	Sep 29, 2023	Annette George
5	For improvement have both a communications plan and stakeholder engagement plan.	Jul 14, 2023	Shawna
6	For P20W, we will have a stakeholder committee or advisory group that meets regularly	Oct 31, 2023	George

**Capacity and resources**

*Strengths to build upon*

Describe how your organization has succeeded in building adequate capacity for ongoing support and enhancement. Include the strengths and priority areas to address from the Summary portion of “Section C. Capacity and Resources” in the *Sustainability Self-Assessment Tool*.

Objective	Strengths to Build On
Human capacity	Develop data governance processes
Organizational capacity	Use the master project plan to build P20W expansion
Structural capacity	Create new strategic plan for P20W data strategy from federal guidelines
Material capacity	Secure diverse funding sources for long term funding

*Areas to address*

Describe areas for improvement for building adequate capacity for ongoing support and enhancement. Include the strengths and priority areas to address from the Summary portion of “Section C. Capacity and Resources” in the Sustainability Self-Assessment Tool.

<b>Objective</b>	<b>Highest Priority Area(s) to Address</b>
Human capacity	Build capacity in technology knowledge and business intelligence (BI) analysis
Organizational capacity	Finalize Data Sharing Agreement (DSA), research request, and data request
Structural capacity	Improve existing employee checklist
Material capacity	Hire personnel and secure funding for Operations & Maintenance (O&M) contract

*Annual cost of maintaining the data system and planned enhancements*

Copy the costs identified for each area from question 5 in “Section C. Capacity and Resources” in the *Sustainability Self-Assessment Tool*.

	<b>Current</b>	<b>Planned Enhancements</b>
Personnel	\$272,500 Salary + \$53,546.25 Fringe 4.5 people	\$110,000 Salary + \$21,615 Fringe 2 additional staff: <ul style="list-style-type: none"> <li>● BI Analyst \$55,000</li> <li>● Research Analyst \$55,000 = \$110,000 x 19.65% Fringe = \$21,615</li> </ul>
Contractors	\$700,000	\$525,000 O&M \$125,000 new products/ reports
Equipment	\$0	\$0
Licenses	\$0	\$60,000 Institutional PowerBI \$3,000 ChildPlus annual fee
Professional fees (e.g., professional development, communications, etc.)	\$50,000	\$25,000
Indirect costs (e.g., rent, supplies, etc.)	Total Direct Cost 5.11% of total = \$54,986.00	5.11% of total = \$869,615 + 44,437.33 = \$914,052.33
Other	\$0	\$0
<b>Total Direct Cost</b>	<b>\$1,076,046.25</b>	<b>\$914,052.33</b>

*Current sources of financial support*

Copy the contributions identified for each area from question 6 in “Section C. Capacity and Resources” in the *Sustainability Self-Assessment Tool*.

	<b>Annual Recurring</b>	<b>One Time</b>
State budget line item for data system	\$0	\$0
Partner agencies	\$0	\$0
State technology bonds	\$0	\$0
SLDS federal funds	\$2,561,478.82 Total SLDS Grant FY 2019  Year 1 - \$76,241.98 Year 2 - \$316,128.70 Year 3 - \$445,346.33 Year 4 - \$1,723,761.81	\$0
Other federal funds (e.g., Title programs, IDEA, etc.)	\$0	\$900,000 ARPA Funds 2021
Contracts for service	\$0	\$0
Fees (e.g., data and research request fulfillment)	\$0	\$0
Business or other private sources	\$0	\$0
Foundations	\$0	\$0
Other	\$0	\$0
<b>Total</b>	<b>\$2,561,478.82</b>	<b>\$900,000</b>

*Action plan*

Add rows to the table below with specific actions your organization will take to build adequate capacity for the data system. Indicate who is responsible for the action and when it will be completed. Include additional rows as needed.

<b>#</b>	<b>Action Item</b>	<b>Due Date</b>	<b>Assigned To</b>
1	For improvement, system staff members have the data governance knowledge and skills needed to effectively manage data and processes	Every 2nd Wednesday of the month	Annette, Jeaniffer, Shawna, George, Ferdinand
2	For improvement, we will have a data governance program to effectively manage data in the system which	Jun 14, 2023	George

#	Action Item	Due Date	Assigned To
	includes data sharing agreements (DSA), research request, and data request.		

*Next steps*

**SLDS FY19 Project Action Plan**

#	Action Item	Due Date	Assigned To
1	Our data system will have metrics or objectives to assess the value it provides to stakeholders.	Jul 14, 2023	Annette Jeaniffer
2	We will record the value that data system products and tools provide (including stakeholder testimonials).	Jul 14, 2023	Annette
3	We will capture and document how stakeholders have used the data system to make decisions.	Jul 14, 2023	Annette
4	We will know whether (and which) stakeholders are getting the information and data resources that they need	Jul 14, 2023	Annette
5	For improvement, We will align the data system's priorities and outputs with CNMI PSS priorities and SLDS Partner Agencies.	Jul 14, 2023	Annette
6	For improvement, We will clearly identify the intended users for the system's products and tools	Apr 10, 2023	Jeaniffer
7	For improvement, We will know for what purposes stakeholders are using the system	Jul 14, 2023	Annette
8	We will document stakeholders' support for the system	Apr 10, 2023	Jeaniffer
9	We will have a systematic method to track stakeholder input and awareness of the system's products	Jul 14, 2023	Annette
10	We will require that reports and presentations using data from the system be branded with the system name or logo	Apr 10, 2023	Annette
11	For improvement, We will stay abreast of our stakeholders' current policy and programmatic priorities	Sep 29, 2023	Annette George
12	For improvement have both a communications plan and stakeholder engagement plan.	Jul 14, 2023	Shawna

#	Action Item	Due Date	Assigned To
13	For P20W, we will have a stakeholder committee or advisory group that meets regularly	Oct 31, 2023	George
14	For improvement, system staff members have the data governance knowledge and skills needed to effectively manage data and processes	Every 2nd Wednesday of the month	Annette, Jeaniffer, Shawna, George, Ferdinand
15	For improvement, we will have a data governance program to effectively manage data in the system which includes data sharing agreements (DSA), research request, and data request.	Jun 14, 2023	George

**Signatures**

The signatories below demonstrate their support for the CNMI SLDS Sustainability plan’s goals and actions.

CNMI Public School System

_____	March 6, 2023
Dr. Annette Pladevega, SLDS Project Director	_____
	Date
_____	_____
Dr. Rizalina Liwag, Senior Director Accountability, Research and Evaluation	_____
	Date
_____	_____
Dr. Alfred Ada, Commissioner of Education	_____
	Date