Needs Assessment Worksheet

All new programs or those set to expire under the “zero-completer” clause (see Guidelines pg. 20) must submit a Needs Assessment prior to the submission of program materials. The Sponsoring Organization is responsible for providing sufficient evidence of demonstrated need.

Sponsoring Organization

Type of Needs Assessment

- New program
- Existing program set to expire
- Other – Please explain:

Program Information

Program Name
Field (example: Mathematics)
Level(s) (example: 8-12)

Program Type
- Initial
- Professional
Category
- Baccalaureate
- Post-Baccalaureate

Prompt 1: Provide evidence to demonstrate the need for this program to exist/operate in Massachusetts. 300 words

Prompt 2: Provide evidence to demonstrate your organization’s ability to meet/fill this need. 200 words
# Needs Assessment Worksheet

## Supplemental Documents

Optional: Provide additional documents pertaining to need.

<table>
<thead>
<tr>
<th>Title of Document</th>
<th>Rationale for Including</th>
<th>50 words</th>
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### ESE USE ONLY

- Date reviewed:    
- Prepared by:    

- High need subject area
- District need
- Candidate interest
- Impact/Effectiveness of completers
- Other

- **Need demonstrated**
- **Need not demonstrated**

### Rationale:

- Administrative sign-off  
- Signature:  
- Date: