

## Questions to Ask: Financial and Personnel Resources

### Recruitment/Hiring

- If you need to hire new staff, how much will it cost to recruit and fund additional staff?
- Will you need to increase from part-time to full-time staff?

### Staff Training

- How much will it cost to train staff on the new evidence-based program?
- How much will it cost to train staff on the necessary skills to support the new evidence-based program?

### Equipment and Maintenance

- What additional equipment will you need to purchase such as computers, cell phones, furniture, telecommunication equipment, or other resources?
- What technical support will be required to maintain any new equipment?
- How much will it cost to maintain the equipment?

### Facilities

- What are the space requirements to implement the new program?
- Will you need to increase your office and meeting space to accommodate new staff or program recipients?
- Do you have the funds available to acquire any new space required?

### Sustainability

- What are the long-term costs associated with maintaining the program?
- What are the long-term costs associated with maintaining the organizational infrastructure required for implementation?