# **Example Family TA Fidelity Checklist**

*This checklist was developed by the National Center on Deaf-Blindness for state deaf-blind projects to use as part of family technical assistance. Replace with your own logo and disclaimer and adapt as needed for your project.*

|  |  |  |  |
| --- | --- | --- | --- |
| **#** | **Fidelity Question** | **Yes/No** | **If not, what needs to be done?**  |
| 1 | Are we adhering to our project’s selected universal, targeted, and intensive TA activities for families? |  |  |
| 2 | Are we using our intake process with all new families? |  |  |
| 3 | Are we meeting our deadlines for targeted TA? |  |  |
| 4 | Are we meeting the action plan deadlines for intensive TA? |  |  |
| 5 | Are we supporting the number of families we said we would serve for targeted and intensive TA? |  |  |
| 6 | Are we adhering to the defined amount of time outlined for supporting individual families in their action plans? |  |  |
| 7 | Have we successfully partnered with other agencies and organizations to serve families? |  |  |
| 8 | Are we supporting families from across the state or is there too much of a concentration in one region? |  |  |
| 9 | Have we made strides toward supporting families from a variety of cultures? |  |  |
| 10 | Are we being realistic about our project’s capacity? |  |  |

*The contents of this document were developed under a grant from the U.S. Department of Education, #H326T180026. However, those contents do not necessarily represent the policy of the U.S. Department of Education, and you should not assume endorsement by the Federal Government. Project Officer, Susan Weigert*.