**Staffing Pattern Worksheet**

**Instructions**

* Demonstrate that all staff on the project meet or exceed the Adolescent Family Life Program (AFLP) staffing pattern minimum requirements, specified in Part III. Program Requirements, by completing the table below.
* If staff are not currently in place, describe the plan and requirements for staff hired in the columns below.
* Ensure total case management Fulltime Equivalent (FTE) corresponds to proposed reach as outlined in Attachment 4, Program Reach Worksheet.
* Complete one row for each individual with a budgeted or in-kind position. If planned that an individual will hold more than one AFLP Position, list all positions in column i, and list each position and percentage of FTE in column vi.

| **(i)**  **AFLP Position(s)** | **(ii)**  **Educational Degrees** | **(iii)**  **Number of years of case management experience** | **(iv)**  **Number of years of management or supervisory experience** | **(v)**  **Ability to provide case management in language other than English (if yes, list language(s)** | **(vi)**  **Proposed Percentage of FTE for AFLP Positions** | **(vii)**  **Non-AFLP Percentage of FTE (list program and FTE)** |
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**Note:** Upon award, Applicants selected for funding must provide duty statements for all AFLP positions listed on the budget.