

VIDEO 3: Operational Plan Overview



New Jersey Preschool Expansion Webinar Series: Operational Plan Overview



Developing an operational plan is a key part of the process as you plan for your state-funded preschool program. In this video, we'll walk you through the basics of the operational plan overview you'll need to complete as part of the application to receive funding for state preschool in New Jersey.



5.1 Operational Plan Overview (5 points)

Provide a general overview of the LEA's proposed preschool program operational plan.

- Describe your current preschool program.
- Describe the current demographics and community services/resources offered to all children and families in the LEA.
- What is the vision of your preschool program?
- How would Preschool Education Aid support achieving the vision?
- The program will begin operation no later than 75 days upon receipt of approval. Please note the tentative projected start date, if any.
- Does your LEA include preschool in your Title 1 needs assessment?

Yes	<input type="checkbox"/>
No	<input type="checkbox"/>

First, to provide the New Jersey Department of Education with some context of where you're starting out, you'll need to provide an overview of your existing preschool program, even if that program is currently only serving preschoolers with disabilities, and you'll also want to give the DOE a sense of your vision for the future.

Your description should also include enrollment information about your current program – how many classrooms, how many general education and special education preschoolers you're currently serving, and how the program is currently funded (for example, tuition, general funds, et cetera.). Any enrollment information you include in the operational plan must also match what you've included in the budget planning

workbook for the current school year. For more information, check out our video on the PEA budget planning workbook.

Next, you'll need to paint a picture of your district by providing demographics like race, ethnicity, percentage of children eligible for free or reduced-priced lunch, community resources and services available, et cetera. The individuals reviewing your application will not consult other resources to learn more about your district, and applications lose points when these details are left out, so be sure to provide a complete and accurate picture of the district. That said, keep in mind that the application will likely have a page or word limit, so you'll need to strike a balance between brevity and providing relevant details.

The operational plan overview section also gives you the opportunity to explain your vision for your preschool program and how this funding will impact children and families in your district. Be as specific as possible about not only the preschool program, but also about any new or expanded services or opportunities that will be available for families.

Note that the operational plan overview section includes a question about whether you include preschool in your Title 1 needs assessment. You will not be penalized if you do not currently include preschool in your Title 1 needs assessment, but you should think about whether including it in the future would be beneficial.



You've reached the end of the Operational Plan Overview

Video Library:

<https://nieer.org/new-jersey-preschool-expansion-webinar-series>

That brings this video on the Operational Plan Overview section of the Preschool Education Aid Application to a close. For more information on the PEA application, see our library of other videos on a variety of useful topics.