Year of Planning
FAQ 2025-2026

Welcome to NAF's Year of Planning (YOP) program. Receive personalized support and guidance from NAF portfolio managers and supporting staff to align your local programming goals with NAF's Design before the academy's launch.

YOP Guide: A comprehensive online resource that streamlines the planning process and supports the timely completion of your Academy Design Plan. YOP is self-paced and flexible, allowing you to customize the process to your school's specific needs and timeline.

YOP Roadmap
Focus Areas that Shape Your Academy Design Plan

Team Building & Leadership	Academy Quality	Program of Study	Recruitment & Enrollment	Advisory Board
Work-Based Learning	Authentic Projects	College & Career Readiness	YOP Graduation	Launch Year

Frequently Asked Questions

1. **What is the Academy Design Team?**
   The Academy Design Team (ADT) is responsible for designing the career academy during the Year of Planning (YOP) program and ensuring alignment with NAF's four design elements: Academy Development & Structure, Program of Study (Curriculum & Instruction), Advisory Board, and Work-Based Learning. The ADT is a multi-disciplinary stakeholder team that typically includes:
   - School and Academy Staff
   - District Leaders
   - Parents
   - Students
   - Business and Postsecondary Educator Partners

2. **What is the YOP Guide?**
The YOP Guide outlines the Year of Planning program and supports academy development. It identifies NAF's design elements and highlights the required strategic actions to help the Academy Design Team (ADT) build a timeline to meet YOP deliverables.

3. **What is the YOP Snapshot?**
The snapshot is a self-assessment tool used to measure progress on the academy design plan and inform the action plan. The ADT uses the snapshot twice during the YOP program:
- At the start, to benchmark the Academy Design Plan.
- Before the YOP Assessment, to evaluate progress and readiness for graduation.

4. **What is the YOP Assessment?**
The Assessment is the ADT's final review of the Academy Design Plan and marks the culmination of the YOP program.
- Responses support reflection and discussion.
- Results help set Launch Year goals and refine the Action Plan.

5. **What are some YOP best practices?**
- Create a shared folder to upload evidence aligned to strategic actions.
- Establish a regular meeting schedule with your ADT and Portfolio Manager.
- Build momentum and excitement for your academy's launch.

6. **What are NAF's annual membership requirements?**
An academy in good standing must:
- Paying annual membership fees.
- Submit required academy and school-level data and evidence in the Quality Center.

7. **What is the Quality Center?**
The Quality Center is NAF's annual data collection system that measures how well an academy is implementing the NAF design. It generates reports to monitor growth and guide planning.

8. **Which academies participate in the Quality Center?**
All fully operational NAF academies are required to submit data in the Quality Center by the annual deadline.
Exception: YOP academies are exempt until the Launch Year.

9. **What is Launch Year?**
Launch Year is the first full year of operation as a fully open NAF academy, with access to all membership benefits.

10. **Who needs to create a NAF Account?**
Anyone entering student or academy data — such as Academy Leaders, School Admin, Teachers, or District Leaders — must create a NAF account at http://naf.okta.com/.