

## ROMA Certified Implementer Program

- **The purpose of this program is to certify individuals that will give direct assistance to their (or other) agencies with meeting Organizational Standard 4.3, which requires that agencies use a ROMA-Certified trainer or equivalent for evaluation and conduct of needs assessment, strategic planning, program implementation, and analysis of results. All Private agencies should work to identify and empower appropriate staff to complete this certification, with at least one implementer for each agency. Publics and Statewides should ensure that they can meet the Organizational Standard without an implementer, or seek certification as well. It may be allowed for an Implementer to assist another agency through an agreement, but it is clearly an expectation of funders that agencies establish in-house capabilities such as these.**

### The Program

- Virginia is the first Pilot state, which gives us some advantages (input into requirements, development of specific criteria, will have Certifications sooner)
- ROMA Certified Implementer would be different, but equal certification to a Trainer
- Cost to agency (\$775)
  - Only exception would be if someone had already begun and paid for Trainer program, and wants to switch to Implementer program
- **STEP ONE:** Identify someone at your agency that will become an Implementer
  - **Complete a NRCI application [here](#)**
- **STEP TWO:** After application is accepted, the Implementer will have to take an e-Course in late February
- **STEP THREE:** OVCS and NCRT will work to schedule at least two (possibly 3 depending on #'s) in-state, one-day trainings. The trainers will be Nationally Certified Trainers, and they will conduct hands-on sessions that include how to practically carry out the actions of an Implementer
- **STEP FOUR:** NCRT will conduct study circles via web, to assist with development of a portfolio of competencies. (Virginia, as a pilot state, will be helping to determine what should constitute a “portfolio”)
- **STEP FIVE:** Completion of an online quiz
- **STEP SIX:** Completion of 4 “beyond the basics” webinars. These will include 4 one-hour sessions with projects in between. The webinars will be pre-recorded, so can be accessed at the applicant’s convenience
- **The final portfolio for each candidate will be reviewed, and certifications given.**

The anticipated timeline is from February to June of this year. We would hope to have Certified Implementers in place for the next Program Year. As this is a rapidly evolving pilot project, better guidance documents will be coming from NCRT group. This information was put together by OVCS to allow agencies to begin signing up and to have some idea of what the expectations will be.