### Service Delivery Outcome Plan: Pre-ETS Informational Interview

**Pre-Employment Transition Services Informational Interview**

Pre-Employment Transition Services Informational Interviews are designed to help a student meet with employers to learn about vocational areas of interest. Each interview should be approximately 30-60 minutes in length.

**Specific CRP services include:**
- Working with the student to identify sites and contact businesses
- Helping student prepare and practice questions for the interview
- Helping student plan appropriate grooming
- Helping student plan transportation to the site
- Accompany student to the site
- Accompany student to the interview
- Helping student prepare and deliver a thank-you note to the person interviewed
- Post-interview debriefing with the student

**Specific areas of interest identified by Student First Name:**

1. Enter interest area
2. Enter interest area
3. Enter interest area

Student will participate in all Informational Interviewing activities, and will attend all scheduled meetings.

**Purchase and Payment Criteria**

**MAXIMUM TOTAL OUTCOME FEE:**

- Fee per hour is $375 per interview.
- Contractor agrees to provide up to interviews.
- Maximum fee for three interviews is $1125.
- Outcome fee paid to Contractor upon receipt of invoice and outcomes achieved as described in the Service Delivery Outcome Report (SDOR).
- Fee is based on direct student activities, and does not include report writing time.
- SDOR must be written directly to the student and provided to both the student and DVR VRC.

Report must include:

1. CRP representative name
2. Dates and hours of all activities
3. Evidence of student skill gains in identified training areas
4. Specific recommendations for further student exploration and experience

**Travel time** at a fixed rate of $35 per hour in quarter-hour increments if service delivery occurs more than fifty (50) miles from the contractor’s nearest staffed office location.

**Signature by each party indicates agreement to the contents of this plan.**