Project Prevent

Project Director’s Meeting and Grantee Training

Chicago, Illinois

September 27, 2017

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| Sustainability Action Plan |
| Key Factors for Sustainability  |
| 1. Create an Action Plan. | Create a shared vision with partners and school/community leaders; incorporate sustainability activities into daily program operations; and create a sustainability plan that incorporates measures of success. |
| 2. Assess the Environment. | Embed continuous assessments throughout the life of the program or service; identify focus areas for conducting an environmental assessment (e.g., readiness); and use the information gathered. |
| 3. Be Adaptable . | Recognize changing needs within the school/community and the financial and political landscapes; match services offered to school/community needs; and uphold fidelity to the model implemented.  |
| 4. Secure Community Support. | Formulate a communication approach and message; promote program and services; and use leaders, partners, and community champions to share the message and stories about impact. |
| 5. Integrate Program Services into Community Infrastructures. | Streamline service delivery, policies, and practices; examine structures through which services are offered; and integrate programs, services and practices into school/community fabric.  |
| 6. Build a Leadership Team. | Identify strong internal leaders; ensure a clear vision; keep leaders engaged and committed; identify external school/community champions; and promote leadership development. |
| 7. Create Strategic Partners. | Develop strategic partnerships; work with and advocate with strategic partners; establish a shared vision and commitment to sustainability; engage partners to market program; leverage partner resources; and continuously assess existing partnerships.  |
| 8. Secure Diverse Financial Opportunities. | Incorporate sustainability activities and planning into program funding plans; identify and seek funding opportunities; develop a strategy for securing funding; build fundraising and grant writing capacity; and create budgetary line item to address sustainability planning. |

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| Factor:  |
| Goal: |
| Objective | Activities | Timeline (in months) | Person Responsible/Resources Needed | Measures of Success  |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 |
|  | **1.** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **2.** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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Adapted from the Department of Health and Human Services, Office of Adolescent Health, Building Sustainable Programs: The Resource Guide