

A Guide to Sustainability Resources

What is sustainability and why is it important?

Sustainability is a process that occurs over time and ensures a balance between program continuation or contribution of its activities and benefits. (See *Building Sustainable Programs: The Framework* for more information.) Making sustainability a priority, and planning for it, can help grantees define critical short- and long-term programmatic strategies; develop a message to attract and make the best use of resources; and obtain input and buy-in from their community, partners, and key stakeholders.

Adolescent health programs will be better positioned to achieve sustainable impact when they can effectively leverage partnerships and resources to continue programs, services, and/or strategic activities that result in improvement in the health and well-being of adolescents.

To that end, OAH has identified eight key factors that relate to sustaining impacts. Grantees are advised to identify factors that will lead to their project's sustainability and incorporate activities to address the specific factors in their work plans.

1. Creating an Action Plan
2. Assessing the Environment
3. Being Adaptable
4. Securing Community Support
5. Integrating Programs and Service
6. Building a Team of Leaders
7. Creating Strategic Partnerships
8. Securing Diverse Financial Opportunities

OAH expects grantees to design their program approach and plans with sustainability in mind from the very beginning of the grant award, and to implement activities specifically focused on the goal of sustaining the program throughout the project period.

How can OAH grantees use this guide?

The *Guide to Sustainability Resources* is designed to help grantees review OAH sustainability resources at-a-glance (see full list on OAH's [Sustainability webpage](#) and [Community Mobilization webpage](#)), and quickly identify how the resource can be used to plan for a project's sustainability. The six starred resources are considered foundational—they provide comprehensive information and tools about all eight sustainability factors and are considered essential reading. At the end of the guide, you will find a table that lists the additional five resources described below and how they can be used to support specific sustainability factors. Grantees just starting to develop a sustainability plan should begin by reviewing the foundational resources in the order listed below. Grantees who already have a sustainability plan should consider reviewing the resource guide and completing the assessment tool first and then focus on exploring the resources that are more specific to the factors identified through the assessment as priority areas.

Foundational Sustainability Resources: Brief Descriptions

Consider reviewing these foundational resources in the order listed below.

★ 1 Creating Sustainable Impacts: A Framework for Achieving Sustainability for Adolescent Health Programs

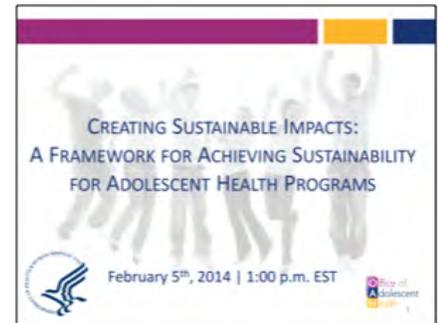
Who developed it? HHS, Office of Adolescent Health: February, 2014

Where can I find it? Slides: <http://bit.ly/2aU5MBm> Audio: <http://bit.ly/2bK3bYy>

Transcript: <http://bit.ly/2bCx9Ay>

What type of resource is it? Webinar Slides, Audio, and Transcript

How might I use this resource in my work? This resource includes the slides, audio, and transcript from an 86-minute webinar featuring the experiences and lessons learned of six OAH grantees. The webinar is comprehensive and provides information regarding all stages of developing and implementing a sustainability plan. It can be particularly useful for grantees who are looking for real-life examples of what the different sustainability factors might look like within a youth-serving organization.



★ 2 Building Sustainable Programs: The Framework

Who developed it? HHS, Office of Adolescent Health: February, 2014

Where can I find it? <http://bit.ly/2aYADdW>

What type of resource is it? Summary

How might I use this resource in my work? In comparison to *Building Sustainable Programs: The Resource Guide* (below), this document provides a shorter overview of the sustainability framework. This is a great resource to get a general overview of how OAH views sustainability, the eight factors that comprise the sustainability framework, and a description of how the sustainability framework was created.



★ 3 Building Sustainable Programs: The Resource Guide

Who developed it? HHS, Office of Adolescent Health: March, 2014

Where can I find it? <http://bit.ly/1z1fPcO>

What type of resource is it? Resource Guide

How might I use this resource in my work? This document is a comprehensive guide for developing and implementing a sustainability plan specific to programs focused on adolescent health. It provides detailed information, practical tips, assessments, planning templates, resources, and activities that can help OAH grantees develop a long-term sustainability plan grounded in OAH's eight sustainability factors.



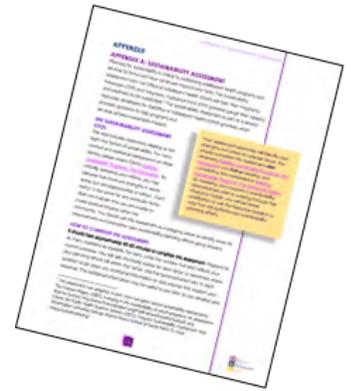
4 Sustainability Assessment – Appendix A in Building Sustainable Programs: The Resource Guide (pages 135 -147)

Who developed it? HHS, Office of Adolescent Health: March, 2014

Where can I find it? <http://bit.ly/1z1fPcO>

What type of resource is it? Assessment Tool

How might I use this resource in my work? This assessment tool helps OAH grantees gauge capacity and readiness to implement a sustainable project. The tool is organized by the eight sustainability factors with a series of questions about each factor. At the end of the assessment, there is a score key to help grantees prioritize their sustainability planning efforts going forward, as well as how they can use the accompanying *Building Sustainable Programs: The Resource Guide*. The assessment takes about 45-60 minutes to complete.



5 Sustainability E-Learning Module

Who developed it? HHS, Office of Adolescent Health: October, 2014

Where can I find it? <http://bit.ly/2ayHmvy>

What type of resource is it? Online Learning Course

How might I use this resource in my work? This E-Learning module teaches grantees how to achieve sustainable impacts. The course is based on OAH's *Building Sustainable Programs: The Resource Guide* (see above), and can be used to orient project staff to OAH's sustainability framework and develop a sustainability plan. Each sustainability factor is discussed in its own module and organized by learning objectives, critical action steps, resources, and activities/worksheets associated with each factor. The assessment tool (described above) is also included in the course. Sustainability case studies are presented at the end of the course. Users can navigate the modules in any order they like. Each module takes no more than 30 minutes to complete.



Other Sustainability Resources: Brief Descriptions

These resources are not listed in a specific order. Grantees should explore the resources that most specific to the factors identified through the assessment as priority areas.

6 Becoming Indispensable: Program Sustainability Training

Who developed it? HHS, Office of Adolescent Health: May, 2013

Where can I find it? <http://bit.ly/2aRibFB>

What type of resource is it? Training Agenda and Worksheets/Handouts

How might I use this resource in my work? This resource provides an outline for a day-long training and associated handouts and exercises. These materials are especially useful if you are putting together your own training session (e.g., for your organization's staff and/or project partners).

7 Built to Last: Planning Programmatic Sustainability

Who developed it? HHS, Office of Adolescent Health: August, 2012

Where can I find it? <http://bit.ly/2axEKel>

What type of resource is it? Tip Sheet

How might I use this resource in my work? Grantees can use this tip sheet to develop a definition of what sustainability means to them, consider possible challenges to achieving programmatic sustainability and ways to overcome them, learn about best practices in achieving sustainability, and assess their organization's capacity to pursue a project sustainability plan.

8 Right on the Money: How to Keep the Doors of Your Nonprofit Organization Open in Good Times and Bad

Who developed it? HHS, Administration for Children and Families: November, 2010

Where can I find it? <http://bit.ly/2ayHBag>

What type of resource is it? Toolkit

How might I use this resource in my work? This toolkit provides practical advice about relevant topics like financial management, fundraising strategies, finding grants, and writing proposals, as well as a list of fundraising and financial management resources. It is particularly useful for grantees who are looking for specific strategies to incorporate into their plan.

9 It Takes a Village: Strategies for Community Mobilization for TPP Programs

Who developed it? HHS, Office of Adolescent Health: July, 2015

Where can I find it? Slides: <http://bit.ly/2c8XCRJ> **Audio:** <http://bit.ly/2ctOpWo>

Transcript: <http://bit.ly/2cY8vYH>

What type of resource is it? Webinar Slides, Audio, and Transcript

How might I use this resource in my work? This 84-minute webinar discusses the Collective Impact Approach and the Community-wide Initiatives Model for community mobilization. Both frameworks can be used by grantees to assess and plan for community mobilization using evidence-based strategies and/or train staff/partners on the same. The webinar also discusses how to engage community stakeholders, including youth, in community mobilization efforts.

10 Strategies Guided by Best Practice for Community Mobilization

Who developed it? Advocates for Youth: August, 2014

Where can I find it? <http://bit.ly/2bzbJ3z>

What type of resource is it? Tip Sheet

How might I use this resource in my work? Grantees can use this tip sheet to plan for community mobilization efforts using evidence-based strategies, train staff and/or partners, and assess sustainability efforts.

11 Collaboration Toolkit

Who developed it? HHS, Office of Adolescent Health: May, 2015

Where can I find it? <http://bit.ly/1XF8jRT>

What type of resource is it? Toolkit

How might I use this resource in my work? This toolkit provides guidance, assessments and other tools that can support grantees in cultivating strategic partnerships, implementing innovative outreach strategies, and developing robust communications that target the diverse organizations and populations in their communities.

Other Sustainability Resources: At-A-Glance

Key

Factor 1: Creating an Action Plan

Factor 2: Assessing the Environment

Factor 3: Being Adaptable

Factor 4: Securing Community Support

Factor 5: Integrating Programs and Services

Factor 6: Building a Team of Leaders

Factor 7: Creating Strategic Partnerships

Factor 8: Securing Diverse Financial Opportunities

<i>Click name of resource below for hyperlink to the resource.</i>		Factor 1	Factor 2	Factor 3	Factor 4	Factor 5	Factor 6	Factor 7	Factor 8
1-5	Foundational sustainability resources can support grantees in planning for all eight factors.	X	X	X	X	X	X	X	X
6	Becoming Indispensable: Program Sustainability Training	Slides 2-8, 12-14	Slides 7, 9	Slide 7		Slides 10-11			
7	Built to Last: Planning Programmatic Sustainability	pp. 1-3	pp. 2-3	pp. 2-3	pp. 3-4				p. 3
8	Right on the Money: How to Keep the Doors of Your Nonprofit Organization Open in Good Times and Bad								pp. 1-48
9	It Takes a Village: Strategies for Community Mobilization for TPP Programs				Slides 11-42			Slides 11-42	
10	Strategies Guided by Best Practice for Community Mobilization				pp. 1-5		pp. 1-2		
11	Collaboration Toolkit				Chapters 2-3		Chapters 1-3	Chapter 1	
	Other:								