

State: _____
Wednesday, May 2

Sustainability Planner

Purpose

Use reflection and analysis of both previous and current work to...

- Assess the impact of our strategies or projects
- Share successes and lessons learned
- Create a durable, adaptable sustainability plan

Reflection

- Based on our landscape and reflections this week, what is a project or strategy that has been successful in our state?

- What evidence do we have of this project or strategy working well?

- How can we expand on this project or strategy to build on its success in the future?

Six Key Sustainability Factors

To sustain the strategy or project that we've identified, let's address six factors:

- ① How will we nurture existing relationships or build new ones among key groups (agencies, associations, coalitions, regional service centers, districts, schools, parent groups, etc.) to increase success?
- ② How will we improve community awareness of this project or strategy? What are our key messages — and how will we communicate them consistently?
- ③ How will we build leadership across and within the system?
- ④ How will we improve the skills, knowledge and expertise of the staff who work on this project?
- ⑤ How will we better use data for informed decision-making and accountability at all levels?
- ⑥ What future funding streams do we know about or need to find in order to continue our work?

Project Activities

Our key goal for sustaining this project or strategy:

Activity Timeline

| Target Date | Activity Name | Activity Description |
|-------------|---------------|----------------------|
| | | |
| | | |
| | | |
| | | |
| | | |

Roles and Responsibilities for Key Staff

| Name | Role(s) | Responsibilities |
|------|---------|------------------|
| | | |
| | | |
| | | |
| | | |

Project Budget

| Description | Source | Unit Cost | Total Budget |
|-------------|--------|-----------|--------------|
| | | \$ | \$ |
| | | \$ | \$ |
| | | \$ | \$ |
| | | \$ | \$ |
| | | | TOTAL \$ |

Project Evaluation

How will the project lead(s) measure the project's success?

Short-Term Metrics

| Metric | Indicator(s) | Data Source(s) |
|--|--------------|----------------|
| | | |
| | | |
| → How did the results compare to how we originally defined success for this project? → What analysis should we do? What are our insights and conclusions? | | |

Long-Term Metrics

| Metric | Indicator(s) | Data Source(s) |
|--|--------------|----------------|
| | | |
| | | |
| → How did the results compare to how we originally defined success for this project? → What analysis should we do? What are our insights and conclusions? | | |

Project Learning

How will we be proactive planners and learners?

Project Challenges

| Anticipated Challenge or Risk | Steps to Proactively Prevent, Address or Minimize This Challenge/Risk |
|--|---|
| | |
| | |
| → How did this challenge or risk play out? → What did we learn? → How did it affect the project's success? | |