

Sustaining Your Program's Capacity To Serve the Community



Sustainability, Assessments, and Planning

- Center for Community Health and Development. (n.d.). "16. Sustaining the Work or Initiative Toolkit." In *Community Tool Box*. University of Kansas. Retrieved from <https://ctb.ku.edu/en/sustaining-work-or-initiative>.
- Center for Community Health and Development. (n.d.). "Chapter 46. Planning for Sustainability." In *Community Tool Box*. University of Kansas. Retrieved from <https://ctb.ku.edu/en/table-of-contents/sustain/long-term-sustainability>.
- Center for Public Health Systems Science. (n.d.). *Program Sustainability Assessment Tool*. Brown School at Washington University in St. Louis. Retrieved from <http://www.sustaintool.org>.
- Center for Public Health Systems Science. (n.d.). "Develop Your Plan." Brown School at Washington University in St. Louis. Retrieved from <https://www.sustaintool.org/psat/plan-for-sustainability>.
- Eisenhower. (n.d.). Introducing the Eisenhower Matrix. Retrieved from <https://www.eisenhower.me/eisenhower-matrix>.
- Georgia Health Policy Center. (2011). *Bringing the Future Into Focus: A Step-by-Step Sustainability Planning Workbook*. Georgia State University. Retrieved from <https://www.ruralhealthinfo.org/sustainability/pdf/bringing-the-future-into-focus-sustainability-planning-workbook.pdf>.
- Office of Adolescent Health. (2014). *Building Sustainable Programs: The Framework*. Washington, D.C.: U.S. Department of Health and Human Services. Retrieved from https://www.hhs.gov/ash/oah/sites/default/files/creating_sustainableimpacts_framework.pdf.
- Office of Adolescent Health. (2014). *Building Sustainable Programs: The Resource Guide*. Washington, D.C.: U.S. Department of Health and Human Services. Retrieved from <https://safesupportivelearning.ed.gov/sites/default/files/sustainability-resource-guide.pdf>.

Board Engagement

- Banner, J. (2020). "Solving the Mystery of Board Engagement and Fundraising." *Stanford Social Innovation Review*. Retrieved from https://ssir.org/articles/entry/solving_the_mystery_of_board_engagement_and_fundraising.
- Jinks, P. (2018). "Nonprofit Board Engagement: Whose Job Is It?" *Forbes*. Retrieved from <https://www.forbes.com/sites/forbescoachescouncil/2018/04/03/nonprofit-board-engagement-whose-job-is-it/#4fa028304f29>.
- National Councils of Nonprofits. (n.d.). Board Engagement. Retrieved from <https://www.councilofnonprofits.org/tools-resources/board-engagement>.
- National Councils of Nonprofits. (n.d.). Board Orientation. Retrieved from <https://www.councilofnonprofits.org/tools-resources/board-orientation>.
- Wolfe, E. (2018). "9 Timeless Board Engagement Strategies." *Elevation*. Retrieved from <https://blog.elevationweb.org/9-timeless-board-engagement-strategies>.

Sustaining Your Program's Capacity To Serve the Community



Program Adaptation

- Center for Community Health and Development. (n.d.). "Chapter 19, Section 6. Promoting the Adoption and Use of Best Practices." In *Community Tool Box*. University of Kansas. Retrieved from <https://ctb.ku.edu/en/table-of-contents/analyze/choose-and-adapt-community-interventions/using-best-practices/main>.
- Kieran, E. (2016). "Is Your Organization Adaptable to Change?" *America's Charities*. Retrieved from <https://www.charities.org/news/your-organization-adaptable-change>.
- Office of Adolescent Health. (2014). *Building Sustainable Programs: The Resource Guide*. Washington, D.C.: U.S. Department of Health and Human Services. Retrieved from <https://safesupportivelearning.ed.gov/sites/default/files/sustainability-resource-guide.pdf>.
- Sahni, N., Lanzerotti, L., Bliss, A., and Pike, D. (2017). "Is Your Nonprofit Built for Sustained Innovation?" *Stanford Social Innovation Review*. Retrieved from https://ssir.org/articles/entry/is_your_nonprofit_built_for_sustained_innovation.

Strategic Communications

- Center for Community Health and Development. (n.d.). "Chapter 6. Communications to Promote Interest." In *Community Tool Box*. University of Kansas. Retrieved from <https://ctb.ku.edu/en/table-of-contents/participation/promoting-interest>.
- Centers for Disease Control and Prevention. (n.d.). *Health Communications in Tobacco Prevention and Control*. Washington, D.C.: U.S. Department of Health and Human Services. Retrieved from <https://www.cdc.gov/tobacco/stateandcommunity/bp-health-communications/index.htm>.
- Centers for Disease Control and Prevention. (n.d.). *The CDC Clear Communication Index*. Washington, D.C.: U.S. Department of Health and Human Services. Retrieved from https://www.cdc.gov/ccindex/index.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fhealthcommunication%2Fclearcommunicationindex%2Findex.html.
- Office for Victims of Crime Training and Technical Assistance Center. (n.d.). *National Victim Assistance Academy Effective Management Series: Outreach and Marketing*. Retrieved from <https://www.ovcttac.gov/views/TrainingMaterials/NVAA/EMS/dspOutreachMktg.cfm>.
- Office of Population Affairs. (2017). *Strategic Communications Toolkit*. Washington, D.C.: U.S. Department of Health and Human Services. Retrieved from <https://www.hhs.gov/ash/oah/resources-and-training/online-learning-modules/strategic-communications-toolkit/index.html>.
- Pell Institute and Pathways to College Network. (n.d.). "Develop a Communications Plan." In *Evaluation Toolkit*. Retrieved from <http://toolkit.pellinstitute.org/evaluation-guide/communicate-improve/develop-a-communications-plan>.
- Spitfire Strategies. (n.d.). *Smart Chart: Your Blueprint for Strategic Communications Success*. Retrieved from <https://smartchart.org>.

Sustaining Your Program's Capacity To Serve the Community



Supportive Environment

- Center for Community Health and Development. (n.d.). "Chapter 14, Section 7. Building and Sustaining Relationships." In *Community Tool Box*. University of Kansas. Retrieved from <https://ctb.ku.edu/en/table-of-contents/leadership/leadership-functions/build-sustain-relationships/main>.
- Center for Community Health and Development. (n.d.). "Chapter 33, Section 11. Developing and Maintaining Ongoing Relationships with Legislators and their Aides." In *Community Tool Box*. University of Kansas. Retrieved from <https://ctb.ku.edu/en/table-of-contents/advocacy/direct-action/relationships-with-legislators-aides/main>.
- Center for Community Health and Development. (n.d.). "Chapter 41, Section 6. Honoring Community Champions." In *Community Tool Box*. University of Kansas. Retrieved from <https://ctb.ku.edu/en/table-of-contents/maintain/reward-accomplishments/honor-community-champions/main>.
- Chandler, J. (2017). "The secret sauce of great funder/nonprofit relationships". *National Council of Nonprofits*. Retrieved from <https://www.councilofnonprofits.org/thought-leadership/the-secret-sauce-of-great-funder-nonprofit-relationships>.
- Office of Adolescent Health. (2014). *Building Sustainable Programs: The Resource Guide*. Washington, D.C.: U.S. Department of Health and Human Services. Retrieved from <https://safesupportivelearning.ed.gov/sites/default/files/sustainability-resource-guide.pdf>.

Program Evaluation

- Center for Community Health and Development. (n.d.). "12. Evaluating the Initiative Toolkit." In *Community Tool Box*. University of Kansas. Retrieved from <https://ctb.ku.edu/en/evaluating-initiative>.
- Center for Community Health and Development. (n.d.). "Chapters 36–39. Evaluating Community Programs and Initiatives." In *Community Tool Box*. University of Kansas. Retrieved from <https://ctb.ku.edu/en/table-of-contents>.
- Centers for Disease Control and Prevention. (n.d.). *CDC Division for Heart Disease and Stroke Prevention: Evaluation Guide: Developing and Using a Logic Model*. Washington, D.C.: U.S. Department of Health and Human Services. Retrieved from https://www.cdc.gov/dhdsp/docs/logic_model.pdf.
- Colorado Nonprofit Association. (2011). "Evaluation." In *A Toolkit to Support Principles and Practices for Nonprofit Excellence in Colorado (Second Edition)*: Denver, CO. Retrieved from <https://www.coloradononprofits.org/sites/default/files/attachments/Evaluation-Toolkit-Final-with-Cover.pdf>.
- Linnell, D., Radosevich, Z., Spack, J., and TSNE MissionWorks. (2002). "Chapter 4: Evaluation." In *Executive Directors Guide: The Guide for Successful Nonprofit Management*. Boston, MA: TSNE MissionWorks. Retrieved from www.tsne.org/sites/default/files/files/EDGuide-Ch4-Evaluation.pdf.
- Office for Victims of Crime Center for Victim Research. (n.d.). Retrieved from <https://www.victimresearch.org>.

Sustaining Your Program's Capacity To Serve the Community



- Office for Victims of Crime Training and Technical Assistance Center. (n.d.). *National Victim Assistance Academy Effective Management Series: Program Evaluation*. Retrieved from <https://www.ovcttac.gov/views/TrainingMaterials/NVAA/EMS/dspProgramEvaluation.cfm>.
- Smith, N. and Hope, C. (n.d.). *Cultivating Evaluation Capacity*. New York, NY: VERA Institute of Justice. Retrieved from <https://www.vera.org/publications/cultivating-evaluation-capacity-a-guide-for-programs-addressing-sexual-and-domestic-violence>.

Organizational Capacity

- Center for Community Health and Development. (n.d.). "15. Improving Organizational Management and Development Toolkit." In *Community Tool Box*. University of Kansas. Retrieved from <https://ctb.ku.edu/en/improve-organizational-management-and-development>.
- Corporation for National and Community Service. (2017). *Organizational Capacity Assessment Tool*. Washington, D.C. Retrieved from https://www.nationalservice.gov/sites/default/files/resource/CNCS_Organization_Assessment_Tool_Final_082517__508_0.pdf.
- Grantmakers for Effective Organizations. (2014). "What is Nonprofit Capacity and Why Does it Matter?" Retrieved from <https://www.geofunders.org/resources/what-is-nonprofit-capacity-and-why-does-it-matter-675>.
- Marguerite Casey Foundation. (2019). *Organizational Assessment Activity (OA2)*. Retrieved from https://caseygrants.org/what_we_are_learning/organizational-assessment-activity-oa2.
- Monson-Rosen, M. (2020). "Capacity Building: What It Is and Why It Matters." *MissionBox*. Retrieved from <https://www.missionbox.com/article/51/capacity-building-what-it-is-and-why-it-matters>.
- Office for Victims of Crime Training and Technical Assistance Center. (n.d.). *National Victim Assistance Academy Effective Management Series Training*. Retrieved from https://www.ovcttac.gov/views/TrainingMaterials/NVAA/EMS/dspNVAA_EMS_ScheduleGoalsObjectives.cfm.
- Social Ventures Partners International. (n.d.). *SVP Organizational Capacity Assessment Tool (Version 1)*. Retrieved from https://www.socialventurepartners.org/svp_resources/organizational-capacity-assessment-tool/.

Strategic Partnerships

- Center for Community Health and Development. (n.d.). "1. Creating and Maintaining Coalitions and Partnerships Toolkit." In *Community Tool Box*. University of Kansas. Retrieved from <https://ctb.ku.edu/en/creating-and-maintaining-partnerships>.
- Center for Community Health and Development. (n.d.). "Chapter 14, Section 7. Building and Sustaining Relationships." In *Community Tool Box*. University of Kansas. Retrieved from <https://ctb.ku.edu/en/table-of-contents/leadership/leadership-functions/build-sustain-relationships/main>.

Sustaining Your Program's Capacity To Serve the Community



- Office for Victims of Crime Training and Technical Assistance Center. (2019). *National Victim Assistance Academy Effective Management Series: Developing and Sustaining Collaborations*. Retrieved from <https://www.ovcttac.gov/views/TrainingMaterials/NVAA/EMS/dspDvlpStngCollabs.cfm>.
- Office of Adolescent Health. (2014). *Building Sustainable Programs: The Resource Guide*. Washington, D.C.: U.S. Department of Health and Human Services. Retrieved from <https://safesupportivelearning.ed.gov/sites/default/files/sustainability-resource-guide.pdf>.
- Office of Population Affairs. (2017). *Collaboration Toolkit*. Washington, D.C.: U.S. Department of Health and Human Services. Retrieved from <https://www.hhs.gov/ash/oah/resources-and-training/online-learning-modules/collaboration-toolkit/index.html>.

Resource Development

- Burke, E. (n.d.). "Infographic: Generational Giving." *Classy*. Retrieved from <https://www.classy.org/blog/infographic-generational-giving/>.
- Center for Community Health and Development. (n.d.). "14. Applying for Grants Toolkit." In *Community Tool Box*. University of Kansas. Retrieved from <https://ctb.ku.edu/en/applying-for-grants>.
- Center for Community Health and Development. (n.d.). "Chapter 42. Getting Grants and Financial Resources." In *Community Tool Box*. University of Kansas. Retrieved from <https://ctb.ku.edu/en/table-of-contents/finances/grants-and-financial-resources>.
- Cova, J. (n.d.). "10 Golden Rules of Donor Development." *Winspire*. Retrieved from <https://blog.winspireme.com/10-golden-rules-of-donor-development>.
- Love, J. (2019). "8 Tips to Enhance Your Fundraising and Donor Relationships." *GuideStar by Candid*. Retrieved from <https://trust.guidestar.org/8-tips-to-enhance-your-fundraising-and-donor-relationships>.
- Office of Adolescent Health. (2014). *Building Sustainable Programs: The Resource Guide*. Washington, D.C.: U.S. Department of Health and Human Services. Retrieved from <https://safesupportivelearning.ed.gov/sites/default/files/sustainability-resource-guide.pdf>.
- The Fundraising Authority. (n.d.). "A Beginner's Guide to Fundraising." Retrieved from <http://www.thefundraisingauthority.com/fundraising-basics>.

Strategic Planning

- Center for Community Health and Development. (n.d.). "5. Developing Strategic and Action Plans Toolkit." In *Community Tool Box*. University of Kansas. Retrieved from <https://ctb.ku.edu/en/developing-strategic-and-action-plans>.
- Center for Community Health and Development. (n.d.). "Chapter 3, Section 14. SWOT Analysis: Strengths, Weaknesses, Opportunities, and Threats." In *Community Tool Box*. University of Kansas. Retrieved from <https://ctb.ku.edu/en/table-of-contents/assessment/assessing-community-needs-and-resources/swot-analysis/main>.
- Center for Community Health and Development. (n.d.). "Chapter 8. Developing a Strategic Plan." In *Community Tool Box*. University of Kansas. Retrieved from <https://ctb.ku.edu/en/table-of-contents/structure/strategic-planning>.
- National Council of Nonprofits. (n.d.). *Strategic Planning for Nonprofits*. Retrieved from <https://www.councilofnonprofits.org/tools-resources/strategic-planning-nonprofits>.

Sustaining Your Program's Capacity To Serve the Community



- Office for Victims of Crime Training and Technical Assistance Center. (2019). *National Victim Assistance Academy Effective Management Series: Strategic Planning for Program Managers*. Retrieved from <https://www.ovcttac.gov/views/TrainingMaterials/NVAA/EMS/dspStrategicPlanningProgMgr.cfm>.