

Sustainability Planning Framework

Create a Vision

- ✓ Know what you want to sustain
- ✓ Have a clear definition and understanding of “sustainability”
- ✓ Consider how your initiative fits into the broader early childhood picture

Focus on Results

- ✓ Be clear about the results you want to achieve and how you will measure them
- ✓ Strategically implement plans that will lead to desired results
- ✓ Use indicators and performance measures to track progress towards goals and make improvements

Be Strategic about Financing

- ✓ Determine the expected fiscal needs
- ✓ Make the best use of existing resources
- ✓ Pursue opportunities to create greater flexibility in categorical funding
- ✓ Build public- and private-sector partnerships to generate new resources
- ✓ Stay abreast of new State, local, and private revenue sources

Garner a Broad Base of Community Support

- ✓ Build a desired identity for your initiative
- ✓ Foster public education, engagement, and support
- ✓ Build relationships with a range of stakeholders and ensure ongoing communication and outreach

Gain Key Champion Support

- ✓ Identify key decision makers and opinion leaders
- ✓ Create an effective outreach plan to build relationships and support
- ✓ Engage a broad base of champions (elected, business, and community leaders; philanthropists; peers; etc.)

Be Adaptable to Changing Conditions

- ✓ Understand the current context in which your initiative operates (political, economic, social, and policy influences)
- ✓ Consider new ways to frame your initiative as assets, needs, and priorities change
- ✓ Track, contribute, and adapt to the policy climate
- ✓ Monitor opportunities and threats to plan accordingly

Build Strong Internal Systems

- ✓ Develop strong fiscal management, accounting, information, communication, and personnel systems
- ✓ Build a robust team (staff, advisory/ governance groups, volunteers, etc.) with clear roles and responsibilities in order to maintain those systems put in place
- ✓ Utilize systems to review, adapt, and improve your initiative

Develop a Sustainability Plan

- ✓ Develop a comprehensive plan that accounts for short- and long-term needs
- ✓ Include key information regarding the vision, resources needed, and plan for acquiring resources
- ✓ Identify challenges or obstacles
- ✓ Identify and communicate with key partners

Adapted from: Sustainability Planning Framework, Administration for Children & Families, Office of Child Care and Office of Head Start, March 2014 and The Sustainability Planning Workbook: Building for the Future, The Finance Project, 2003

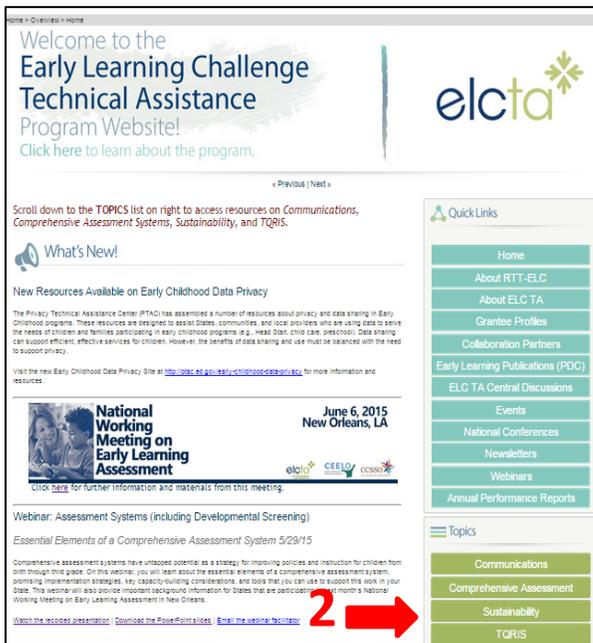
Resources to Support Your Sustainability Work

Example Resources on the ELC TA Sustainability Page

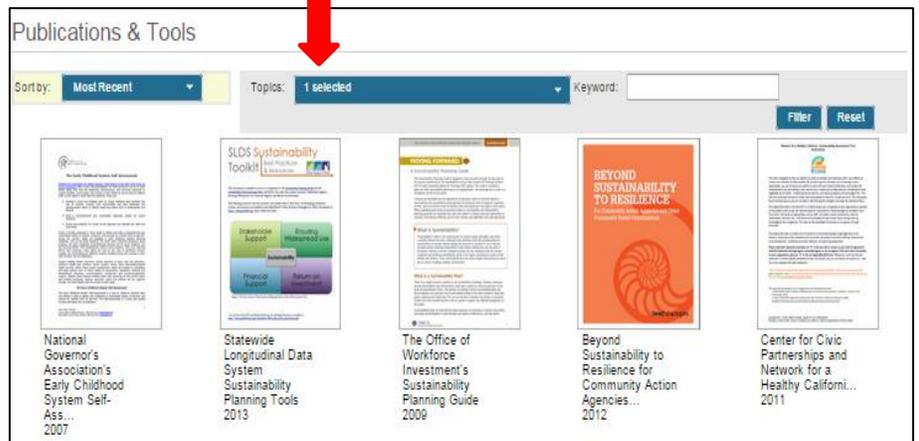
- [Presentation Slides: National Resources and State Examples to Support Early Learning Sustainability Planning](#) (ELC TA)
- [Frequently Asked Questions about Sustainability Planning and Implementation](#) (ELC TA)
- [Summary of Resources on Sustaining Early Care and Education Financing](#) (ELC TA)
- [The Reform Support Network’s Sustainability Planning Tools](#) (Reform Support Network)
- [Office of Child Care Early Care and Education Systems Building Resource Guide](#) (Child Care State Systems Specialist Network)
- [Results-Based Accountability Implementation Guide](#) (Fiscal Policy Studies Institute)
- [Statewide Longitudinal Data System Sustainability Planning Tools](#) (EDTAP)
- [The Active Implementation Hub](#) (State Implementation and Scaling-up of Evidence-based Practices Center and NIRN)
- [A Sustainability Planning Guide for Healthy Communities](#) (Center for Disease Control)
- [Discussion Guide on State Financing Strategies for Early Care and Education Systems](#) (CEELO)

How to Access All Sustainability Resources

1. Navigate to <http://www.elcta.org>
2. Click on the “Sustainability” topic in the right sidebar



3. On the right hand side bar of the sustainability page, select “View All” in the publications and resources section
4. Use the topics dropdown menu to filter for specific resources related to 30 subtopics within state systems and sustainability



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