Sustainability Planning

Consider the steps below to identify the sustainability of your grant opportunity. Don’t progress to the next step until you can answer the one before it to best determine if your grant opportunity has sustainability.

1. **What is the vision for your project, both short and long term?**

Think about where you want this project to be one year, five years, or 10 years from now. What needs to happen for your vision to happen? Do your partners or collaborators agree and support this vision?

1. **What are your project needs and goals, both short and long term?**

For example, are you interested in funding a stable, existing program; expanding a successful program; or, moving on to a new program?

1. **What does your project actually cost to operate on an annual basis?**

Think about what it will cost for your project to operate. Consider these costs in terms of not having any stable source of income. Be sure to incorporate any proposed changes to your program that will increase/decrease costs.

1. **What sources of revenue do you currently have to support the project?**

Consider all sources of income, including matches. How likely is it that these sources will be maintained in the future and for how long?

1. **What sources of revenue potential are there in your project?**

 **6) What is the difference between known operation costs and revenue**

 **potential?**

This difference is called a “funding gap”. In assessing this gap, you will need to assess

 whether specific funds have budget category restrictions. For example, it is stipulated

 by the grantor that the funding can only be used for program supplies as opposed to

 operational costs of staff and fringe.

1. **Reviewing funding options**

Be sure you have researched and looked at the availability of different types of funding options to determine what is the best match for your program vision and goals.