

SUSTAINABILITY PLAN INSTRUCTIONS

I. General Information

Organization:		Organization's Legal Name
Program Title:		Program Title
Proposal Period:		Between July 1, 2020 and June 30, 2025
Focus Area:		To be assigned by Commission staff

II. & III. Other Sources of Funding (Current and Anticipated)

Detail other sources of funding that provide current or anticipated support to the program such as matching grant funds from other private, local, state, or federal programs. Describe program activities or services supported by funding.

Example:

- Medi-Cal Administrative Activities \$35,000 – Monies received from administrative activities will be used to expand outreach efforts and increase public awareness of available health insurance options and support application assistance efforts. (Reimbursement will be determined by random moment time study).
- Salvation Army \$10,000 – Monies received will provide emergency services to families including temporary housing, transportation, utility assistance, and clothing.

IV. Highlight Sustainability Goals

Detail goals for fiscal sustainability.

Example:

- Leverage 10-15% of funding from alternative governmental, public, and/or private contributors.
- Research and apply for two or more funding opportunities each fiscal year.

V. Action Steps

Detail the strategies and activities for achieving sustainability goals.

Example:

- Maintain relationships with current funders including compliance with all grant requirements. Reapply for continued funding as terms expire. Meet with collaborative partners monthly to explore additional opportunities for corporate and private-funding opportunities.
- Staff grant writer to research and submit funding proposals to public and private grantors. Actively pursue fundraising opportunities and donor development.

NOTE: Please limit Sustainability Plan to a maximum of two (2) pages.