

Sustaining Public Health Infrastructure Beyond the Grant Cycle Workbook

A systems approach to organizational sustainability.

How to Use This Workbook

This workbook is designed to help you reflect on sustainability across staff, programs, funding, and partnerships.



Staff Sustainability

Staff Sustainability Practices

➤ Check all that currently exist within your organization:

- | | |
|--|--|
| ☐ Policies that support staff well-being | ☐ Mutualistic approach between staff and organization |
| ☐ Competitive compensation and benefits | ☐ Clear communication during transitions |
| ☐ Career growth pathways | ☐ Cross-training or depth of bench |
| ☐ Retention strategies during funding instability | |
| ☐ Other _____ | |

➤ **Action Planning:** Identify one priority to improve to support staff sustainability in the next six months:

- Action:

- Owner:

- First Step:



Funding & Financial Sustainability

Review the Funding Resiliency Checklist

- Check all that currently exist within your organization:
- ☐ Budget transparency is practiced and understood
 - ☐ Funding sources for staff/FTE are diversified
 - ☐ Funding or resources are pooled when appropriate
 - ☐ Funding is equitably aligned to community and program goals
 - ☐ Budget managers understand spend-down expectations
 - ☐ Restricted and unrestricted funds are strategically managed
- **Action Planning:** Develop a funding action plan focused on one funding resiliency priority area.
- Action:
 - Owner:
 - First Step:



Program Sustainability

Key Questions for Program Sustainability

- **When assessing when to grow:**
- Is there demonstrated need or opportunity?
 - Do we have capacity to expand responsibly?

- **When assessing when to adapt:**
 - What are we learning from implementation?
 - What needs to shift to remain effective?

- **When assessing when to grow:**
 - Is there demonstrated need or opportunity?
 - Do we have capacity to expand responsibly?

- **When assessing when to maintain program operations:**
 - Is the program still producing meaningful impact?
 - Are staffing and funding models sustainable?

- **When assessing when to transition a program:**
 - Should this program evolve, merge, or scale differently?
 - What partnerships are needed for the next phase?

- **When assessing when to sunset a program:**
 - Is this still the best use of resources?
 - How do we close responsibly while honoring relationships and impact?



Sustaining Partnerships

Key Questions for Assessing Partnerships

- **Are our partnerships still aligned with community needs?**

➤ **Are expectations and capacity clearly understood?**

➤ **Where are partnerships helping sustainability? Where are they creating strain or duplication?**

Your Sustainability System Snapshot

Area	Current Strengths	Current Pressures or Risks	One Opportunity (Next six months)
Staff			
Programs			
Funding			
External Partnerships			

From Insight to Action

Choose One Priority Area:

☐

Staff

☐

Programs

☐

Funding and Financial

☐

External Relationships

Choose the Lifecycle Stage:

☐

Grow

☐

Adapt

☐

Maintain

☐

Sunset

What Action Will You Take?

Why This Matters Now:

What is driving this priority?

In the Next 30 Days, I Will...This Matters Now:

What is one action you can take?

Pause and Reflect

➤ What resonates with you?

➤ What support would help you implement your priorities?

➤ What additional tools would be useful?

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