

H-1B TECHHIRE

VIRTUAL INSTITUTE 2018

Version #
Last Updated:

Sustainability Action Plan for _____

This tool will help you listen for key messages during the Virtual Institute

OVERVIEW: TechHire Grantees are encouraged to use this Action Plan to help prioritize and link current activities to your project's sustainability efforts. This tool can also help identify what might be missing from your current efforts. As you participate in the upcoming TechHire Virtual Institute, you are encouraged to listen carefully for ideas, themes, and examples of how you can leverage your current efforts to make a sustained change in your community. Take a few minutes after each of the workshops to meet with your team to identify key takeaways that apply to your project and identify realistic and meaningful actions steps (with deadlines) to help keep your sustainability planning on track.

Our Why

Complete this section with a powerful statement of your "why." Consider the elevator speech or hook you would use when describing your program to employers or potential funders. What would successful alumni of your program say was transformative about their experience?

Our What

Complete this section with the key service offerings that differentiate your program from others that serve the same population. What makes your program most unique and effective? What would inspire a funder to support your program over others?

Our How

Complete this section with strategic steps you and/or your team identify throughout the Virtual Institute sessions. As you craft your action steps, complete the two columns focused specifically on sustainability-related activities.

Key themes to listen for include: partnership development, data collection and analytics, and employer engagement. Remember, the most effective sustainability activities are woven throughout the life cycle of the grant. You are encouraged to identify current activities that could be modified to have an explicit focus on sustainability as well as the new action steps that you and/or your team should undertake in order to sustain.

This H-1B TechHire Sustainability Action Plan was developed by JFF (Contract DOL-ETA-17-F-00005) and its partner ICF on behalf of the U.S. Department of Labor, Employment and Training Administration.

Sample	Existing Activities		Action Steps	
	What: Who: How to Modify: Timeline: Anticipated Outcome(s):	Employer Meetings Stan Lee Ask about employment forecast Quarterly Competitive advantage for job placement	What: Who: Resources Timeline: Anticipated Outcome(s):	Meet with local partner Barb Angler Contacts & marketing collateral By March 1, 2018 Secure partners for future opportunities & referral relationships
Consider... Employer Engagement	Existing Activities		Action Steps	
	What: Who: How to Modify: Timeline: Anticipated Outcome(s):		What: Who: Resources Timeline: Anticipated Outcome(s):	
Leveraging or Developing Partners	Existing Activities		Action Steps	
	What: Who: How to Modify: Timeline: Anticipated Outcome(s):		What: Who: Resources Timeline: Anticipated Outcome(s):	
Data Collection	Existing Activities		Action Steps	
	What: Who: How to Modify: Timeline: Anticipated Outcome(s):		What: Who: Resources Timeline: Anticipated Outcome(s):	

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Research and Analytics

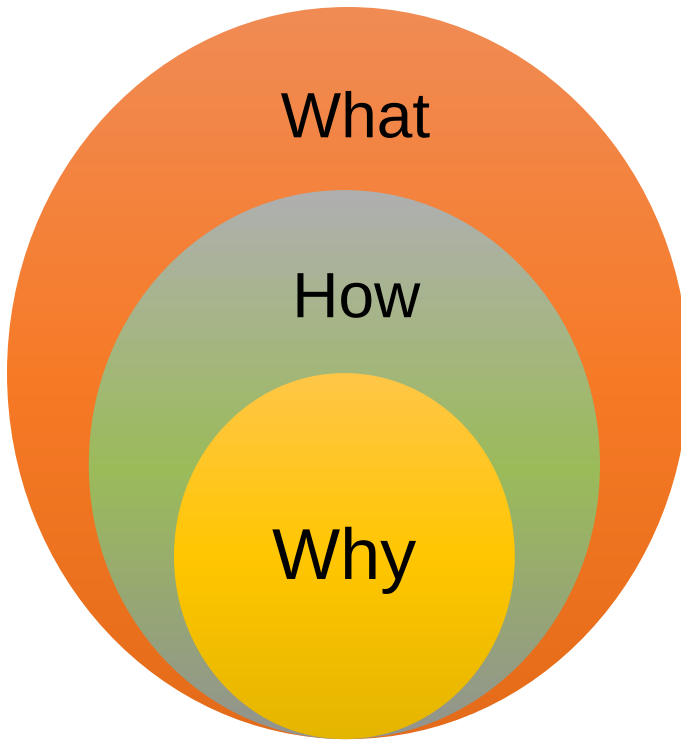
Existing Activities		Action Steps	
What: Who: How to Modify: Timeline: Anticipated Outcome(s):		What: Who: How to Modify: Timeline: Anticipated Outcome(s):	

Resources

If you need extra help with this action plan or other elements of sustainability, here are some resources to consider:

- The handouts from the Virtual Institute at https://h1btechhire.workforcegps.org/events/2018/01/25/2017/TechHire_2018_Sustainability_Virtual_Institute
- The handouts from the July 2017 Grantee Convening at https://h1btechhire.workforcegps.org/-/media/WorkforceGPS/H1BTechHire/files/2017Convening/Plenary-Sessions/Plenary_Sustainability_Handouts_v2.ashx
- The TAACCCT Sustainability Toolkit at <https://strategies.workforcegps.org/resources/2017/06/05/2023/TAACCCT-Sustainability-Toolkit>
- The HHS/OASH/OAH Sustainability Framework at https://www.hhs.gov/ash/oah/sites/default/files/creating_sustainableimpacts_framework.pdf
- Simon Sinek Ted Talk at https://www.ted.com/talks/simon_sinek_how_great_leaders_inspire_action
- Your TechHire TA coach

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Remember: You can think of the Golden Circle as a series of three “P’s”...

What: the PROOF, the operations that enliven the why

How: the PROCESS or the PRINCIPLES behind your services/organization

Why: the PURPOSE, the driving force of your services/organization

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