



Supporting Organizational Sustainability to Address Violence Against Women Institute SOS Project

Resources

The [SOS Project](#) compiled the resources below to support the capacity of domestic violence and sexual assault serving organizations in relation to organizational structure, management, operation, and sustainability, in order to achieve your mission. Check out the tools and resources below for guidance, tips, strategies, and sample templates.

For additional information, [resources](#), training, or technical assistance support, please contact Futures Without Violence, Attention: Mónica Arenas, marenasfutureswithoutviolence.org.

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MISSION & CORE VALUES

- [Mission and Core Values Toolkit](#), activities and resources for DV/SA organizations, FUTURES
- [Mission, Vision, and Values Statements](#), brief overview
- [How to write a values statement](#) (four minutes video)
- [Aligning Mission, Vision, and Goals](#)
- [Incorporating Inclusiveness into Organizational Mission and Values](#)
- [Sample Statement of Core Values](#), The Management Center
- [Learn How to Build an Organization Based on Values](#), article
- [Philosophy and Core Values Regarding Children’s Programming](#), FUTURES
- [Informing Regulators When You Alter Your Mission](#)
- [50 Example Organizational Mission Statements](#), Guide Star
- [Leadership values – DELTA cards](#) Values Cards, 62 cards and instructions.
- [Your Personal Mission Statement Action Plan](#)

ORGANIZATIONAL CULTURE

- [Culture Handbook](#), FUTURES
- [Assessing & Auditing Workplace Climate: Sample Culture Walk Exercise](#), FUTURES
- [Understanding and Developing Organizational Culture](#), (SHRM)
- [How Leaders Can Strengthen Their Organizational Culture](#) (article SSIR)
- [Leadership and Organizational Culture](#) (strategies), Minnesota Council of Nonprofits
- [Strategies for Building an Organizational Learning Culture](#), Urban Institute
- [Building Culturally Competent Organizations](#), Community Tool Box
- [Culture, Language, and Access: Key Considerations for Serving Deaf Survivors of Domestic and SA](#)
- [Showing Up: How We See, Speak, and Disrupt Racial Inequity Facing Survivors](#) (2018)
- [Tool for Organizational Self-Assessment Related to Racial Equity](#), Coalition of Communities of Color
- [Equity & Inclusion Lens-Guide-2019](#) Nonprofit Association of Oregon
- [Awake-Woke-Work: Building a Race Equity Culture-2019](#)
- [Generational Differences in Racial Equity Work](#)
- [Nonprofit Strategies for Managing Different Generations in Remote Work](#), Tech Soup Blog
- [The Key to Managing a Multigenerational Team: Don’t Overthink It](#)
- [Creating a Trans-Inclusive Workplace](#)

TRAUMA-INFORMED ORGANIZATION STRATEGIES

- [Building Cultures of Care: A Guide for Sexual Assault Service Programs](#), Trauma-informed care
- [Organizational Trauma and Resilience](#) (Resource Sharing Project)
- [Organizational Strategies to Alleviate Vicarious Trauma at Coalitions](#)
- [Trauma-Informed Organizational Self-Assessment Guide](#)
- [Framework for Trauma-Informed Leadership](#), The National Council for Behavioral Health
- [Creating Accessible, Culturally Relevant, Domestic Violence and Trauma Informed Agencies](#), Tool
- [The Sanctuary Model](#). Trauma-informed, creating or changing the culture, [Creating Presence](#).
- [Tools for Transformation: Becoming Accessible, Culturally Responsive, and Trauma-Informed Organizations](#), Organizational Reflection Toolkit, National Center on DV, Trauma & Mental Health
- [Hosting a Meeting Using Principles of Trauma Informed Care](#), Trauma Informed Oregon
- [A Guide for Using the Trauma Informed Practices \(TIP\) Scale](#)

SELF-CARE: INDIVIDUAL & ORGANIZATIONAL

- [Compassion Fatigue & Self-Care for Individuals and Organizations Webinar](#) (FUTURES)
- [Secondary Traumatic Stress Webinar](#) (FUTURES)
- [Self-Care & Organizational Self-Care Checklist](#) (FUTURES)
- [Building Cultures of Care: A Guide for Sexual Assault Service Programs](#)
- [What About You? A Workbook for Those that Work with Others](#)
- [Strategies for Preventing Compassion Fatigue and Burnout](#), OVCTTAC
- [Compassion Fatigue Awareness Project](#)
- [Emergency Self-care Worksheet](#)
- [Self-Care Starter Kit](#)
- [Sustainability in your Work and Personal Life – Reflections on Time Management Worksheet](#)
- [Mindfulness Videos](#), Capacitar International
- [Finger hold Practice for Managing Emotions & Stress* Diagram](#)
- Applications: [Daily Positive Quotes](#), & [Mindfulness, Stop, Breathe, & Think](#)

LEADERSHIP

- [Mission-Focused Management and Empowerment Practice: A Handbook for Executive Directors of Domestic Violence Programs](#)
- [The Four Leadership Styles of Situational Leadership](#)
- [Leadership, Coaching, Executive Transitions, Board & Governance](#), CompassPoint Tools
- [Guide to Successful Nonprofit Executive Onboarding](#), CompassPoint
- [Building Leadership for Social Impact](#) (Individual and Organizational Strategies and Activities)
- [How to Create Better Nonprofit Executive Teams](#)

- [Self-Coaching Strategies for Nonprofit Leaders, Article with Scenarios & Strategies, NPQ](#)
- [Ten Ways to Set a New Executive Director on a Path for Success](#)
- [Dare to Lead Leadership Assessment, Brené Brown](#)

Shared Leadership

- [Structuring Leadership: Alternative Models for Distributing Power and Decision-Making in Nonprofit Organizations \(Building Movement Project\)](#)
- [Doing More with More: Putting Shared Leadership into Practice \(Nonprofit Quarterly article\)](#)
- [Shared Leadership and Its Implications for Nonprofit Leadership \(Journal of Nonprofit Education\)](#)
- [Create a Nonprofit Culture of Shared Leadership in Your Organization, Cause Planet Blog](#)
- [How Shared Leadership Leads to More Effective Management, article](#)

STAFF ENGAGEMENT, SUPERVISION, DEVELOPMENT, AND MENTORSHIP

- [Ten Strategies to Enhance Employee Resilience and Engagement Within Survivor-Serving Organizations, FUTURES](#)
- [The Four Elements of Strong Relationships: The Manager's Guide to Relationship-Building](#)
- [Engagement Toolkit for Managers and Leaders, Building Employee Engagement, HR Harvard](#)
- [A Guide to Trauma-Informed Supervision, Pennsylvania Coalition Against Rape](#)
- [Super Supervision: It's Not as Hard as You Think, Information/Tools, WA State Coalition Against DV](#)
- [Using the Secondary Traumatic Stress Core Competencies in Trauma-Informed Supervision](#)
- [Supervisor Roles and Responsibilities: Helping People Succeed, CompassPoint Nonprofit Services](#)
- [Supervision and Hiring, Road Map](#)
- [Remote Supervision in Rural Dual/Multi-Service Advocacy Agencies, Resource Sharing Project](#)
- [Managing When You are Not Face to Face, The Management Center](#)
- [Trauma-Informed Supervision Self-Assessment](#)
- [The Role of Supervision in the Trauma-Informed Journey](#)
- [Reflective Supervision, Zero to Three](#)
- [Techniques for Managing Managers & Expectations for Managers Sample, The Management Ctr.](#)
- [How to Prepare for a Performance Appraisal, sample guide & tools, University of Northern Iowa](#)
- [Employee Performance Review Tips that Actually Improve Performance, Quantum Workplace](#)
- [A Simple Way to Conduct an Executive Director's Performance Review, overview, Joan Garry](#)
- [Professional Development Planning, CompassPoint Tools](#)
- [Practicing Culturally Aware Coaching](#)
- [Development Opportunities for Nonprofit Staff & Cross Training Opportunities, Executive Functions](#)
- [Mentoring Guide: A Guide for Mentors, Center for Health Leadership and Practice](#)
- [Mentoring Toolkit for Staff, Faculty, and Leaders Interested in Being Mentored](#)

HUMAN RESOURCES & ORGANIZATIONAL POLICIES

- [Nonprofit Best Practices Human Resources Toolkit](#), Taproot
- [HR Policies & Employment Legislation](#), HR Council
- [Managing Nonprofit Employees Tools](#), National Council of Nonprofits
- [Nonprofit Recruiting Tips and Best Practices](#)
- [Benefits Summary Template](#), Roadmap
- [Salary Policy Review Discussion Guide](#). Roadmap
- [Employee Orientation Check List](#), Road Map
- [Onboarding Best Practices, A Guide for Onboarding New Staff](#)
- [Ethics and Accountability for Nonprofits Resources](#), Council for Nonprofits
- [Nonprofit Fiscal Policies and Procedures: A Template and Guide](#), CompassPoint
- [Personnel Policies Manual Template](#)
- [Agency's Use of Technology Best Practices & Policies Toolkit](#)
- [Model Workplace Policy on Domestic Violence, Sexual Violence, and Stalking](#)
- [Transgender Inclusion Policy Sample](#), The Management Center
- [Volunteer Management Guide](#), planning tools

COMMUNICATION & CONFLICT RESOLUTION

- [Basics in Internal Organizational Communications](#), Management Help
- [Managing Organizational Communication Toolkit](#), SHRM
- [Resolving Differences Using the Circle of Conflict](#), Video and article, Casey Foundation
- [Become a Better Supervisor by Using Effective Feedback](#), Feedback for Learning, 14 minute video
- [How to Give the Most Effective Feedback](#), Directive, Contingency, Attribution, Impact
- [Conflict Resolution Skills: Managing and Resolving Conflict in a Positive Way](#)
- [DISC: 4 Ways to Navigate Different Communication Styles in Your Workplace](#), article
- [Personality and Communication Styles](#), legal setting workplace
- [True Colors Personalities Tool & Color Style Individual Assessment](#)
- [Emotional Intelligence and Effective Communication Resources](#)

ORGANIZATIONAL EVALUATION & ASSESSMENT

- [Cultivating Evaluation Capacity: A Guide for Programs Addressing Sexual and Domestic Violence](#)
- [Nonprofit Organizational Assessment Tool for Sexual Assault Agencies and Coalitions](#)
- [Self-Assessment Tool: Oregon Domestic Violence & Sexual Assault Program Standards](#)
- [Nonprofit Health Check Quick Assessment Tools and Resources](#), Nonprofit Association of Oregon
- [Program Evaluation Tools](#), Domestic Violence Evidence Project

PLANNING RESOURCES

- [Mini Strategic Planning Process Toolkit](#), Future Planning, Prioritization Strategies, Planning Resources for DV/SA organizations, FUTURES
- [Strategic Planning Toolkit](#), OVC Training Technical Assistance Center
- [Strategic Planning in Nonprofits](#), Toolkit Guide
- [Logic Model Development Guide](#) - Kellogg Foundation
- [Business Planning Tools for Non-Profit Organizations](#)
- [Manage your Time and Energy: A Path to Personal Sustainability](#) (tool/workbook)
- [How Good is Your Time Management?](#)
- [Project Plan Template & Delegation Worksheet & Debriefing Template](#), The Management Center
- [Roles and Expectations Template](#), The Management Center
- [Project Management Resources & Tools](#), CompassPoint
- [Guide to Conducting Needs Assessment](#), OVCTTAC
- [Planning with Equity and Inclusion & SMARTIE Goals Worksheet](#), The Management Center

SUCCESSION PLANNING & ORGANIZATIONAL TRANSITIONS

- [Ten Actions for Departure Defined Leadership Succession Plan & Resources](#), FUTURES
- [Succession Planning Strategies Timeline Overview](#), FUTURES
- [ED Transition Process Timeline Overview](#), FUTURES
- [Succession Planning Toolkit for Nonprofit Sexual Assault and Domestic Violence Organizations](#)
- [Managing a Leadership Transition: Checklist for Key Interventions for Transition](#)
- [Succession Readiness Checklist](#)
- [What It Takes to Manage Leadership Change in the Nonprofit Sector](#) (Miecha Forbes)
- [Sample Leadership Transition Committee Work Plan](#)
- [Building Leaderful Organizations: Succession Planning for Nonprofits](#) (Casey Foundation)
- [Executive Transition Initiative: Strategic Leadership Development Toolkit](#) (Milwaukee Foundation)
- [Emergency Succession Plan Template](#)
- [Transition Planning Checklist For Executive Directors](#)
- [Table for Two: Can Founders and Successors Co-Exist So Everyone Wins?](#)
- [Getting a New Executive Director Off to the Right Start](#)
- [New Executive Director 90-Day Entry Plan](#)
- [The Succession Planning Lens: Looking to the Future of Domestic Violence Organizations](#)
- [Capturing the Lessons of Experience: Knowledge Transfer: 12 Strategies for Succession Management](#)

Organizational Transition & Change

- [Organizational Transition Toolkit, Transition Curve & Resources](#), FUTURES
- [Change Management: Strategies to Help Leaders Make the Most of Uncertain Times](#), TCC Group
- [Managing Organizational Growth and Change Toolkit](#), Strategies for Social Change
- [Managing Change and Transition](#), University of Victoria, Centre for Excellence in Learning, Toolkit
- [Who Moved My Cheese? Video & Book](#) -story about adjusting attitudes toward change.
- [Immunity to Change Guide](#), Tool and worksheet for individuals

BOARD, GOVERNING BODY

- [Board of Directors Toolkit for Nonprofit Sexual Assault and Domestic Violence Organizations](#), RSP
- [Boards Matter: Board Building Tools for the Busy Social Justice Executive](#)
- [Engaging Board Members: AAA Then and Now \(Advocates/Ambassadors/Askers\)](#), & [PowerPoint](#)
- [Board Member and Chair Best Practice Packet](#)
- [Domestic Violence and Sexual Assault Coalition – Annual Board Agreement](#), sample
- [Board of Directors Recruitment Flyer](#), sample Asian/Pacific Islander DV Resource Project
- [Mentor Your Way to Board Development](#), Board Source
- [Evaluating the Executive Director: Your Role as a Board Member](#)
- [Board Self-Assessment](#), Rating list
- [Board Café Archives](#), Board Governance Templates & Articles, CompassPoint
- [Serving on the Board of Directors](#) (Resources toolkit) LawHelp, D.C. Bar Pro Bono Center
- [Staying Engaged, Stepping Up: Succession Planning and Executive Transition Management for Nonprofit Boards of Directors](#), Casey Foundation

FINANCIAL HEALTH

- [OVW Grant Management Resources](#) & [OVW Financial Management Practices](#), (Webinar 2016)
- [Online Grants Financial Management Training](#) U.S. Department of Justice
- [Federal Grant Funds](#), overview of funding streams
- [Civil Rights Obligations of Recipients of Federal Financial Assistance](#)
- [Introduction to Nonprofit Finance](#), Resources/tools, Washington State Coalition Against DV
- [The Matrix Map: A Powerful Tool for Mission-Focused Nonprofits](#) (article)
- [The Sustainability Mindset Workbook](#), Matrix Map & [Dual Bottom-Line Matrix Assessment Tool](#)
- [Nonprofit Overhead Toolkit](#), CalNonprofits
- [An Executive Director's Guide to Financial Leadership](#), The Nonprofit Quarterly article
- [Nonprofit Fiscal Policies and Procedures: A Template and Guide](#), CompassPoint
- [A Board-Staff Agreement for Financial Accountability](#), Blue Avocado
- [Managing Crisis: Risk Management and Crisis Response Planning](#)

COMMUNICATION, STORY TELLING & MARKETING

- [Communications and Marketing](#), resources, Center for Nonprofit Excellence
- [SPITFIRE Strategies, Communications Toolkit](#): Guide to navigate communications for nonprofits
- [Communication Plan Template](#), sample
- [Story Building Blocks: Fundamental Elements of Compelling Stories](#), Meyer Foundation
- [Andy Goodman's information and tools](#), storytelling, presenting, strategic communications
- [Copywriting for the Web: Today's Best Practices](#), TechSoup
- [Using Cell Phones to Communicate with Survivors: Best Practices & Policy Recommendations](#)
- [Online Communication Tips for Nonprofits](#), Nonprofit Tech for Good
- [Technology Safety](#), for service providers and survivors
- [You've Have Something to Talk About: Amplifying your Organization's Greatness](#)

COLLABORATION STRATEGIES

- [Forging New Collaborations: A Guide For Rape Crisis, Domestic Violence, & Disability Organizations](#)
- [Community Organizing Toolkit](#), Kansas Coalition Against Sexual and Domestic Violence
- [Guidelines for Developing a Memorandum of Understanding](#)
- [Strategic Alliance or Restructuring](#) – Resources, The Power of Possibility
- [Collaboration Tools](#)
- [Networking Mapping Tool](#), Advocacy Communication

WEBINARS-FUTURES SOS Institute Project Webinars

- [Organizational Resiliency in Managing Challenges within Survivor-Serving Organizations](#)
Round table webinar includes a panel discussions on strategies. [Resource list](#).
- [Strategies to Enhance Employee Resilience and Engagement within Survivor-Serving Organizations](#)
Strategies to engage staff, mitigate burnout, and build collective resilience. [Staff Engagement Toolkit](#)
- [Core Values Within Domestic & Sexual Assault Organizations](#)
Strategies to keep core values alive, and align them to workplace practices. [Toolkit & Guide](#).
- [Support for your Organizational Infrastructure: What We Can Do For You](#)
Organizational practices and leadership styles for leading a healthy organization.
- [Workplace Policies and How they Support or Contradict Core Values](#)
Importance of having policies that reflect the organizational mission and values.
- [Providing Support Through Organizational Transitions](#)
Strategies to manage and facilitate successful organizational transitions within a DV/SA organization.
[Transition Curve Toolkit with Resources](#).
- [Succession Planning within Domestic Violence and Sexual Assault Organizations, Part 2](#)
[Ten Actions for Departure Defined Succession Planning & Resources](#)
- [Succession Planning Within Domestic Violence and Sexual Assault Organizations, Part 1](#)
Key elements of a succession plan, process to plan for leadership transition, tools and resources.

- [Compassion Fatigue & Self-Care for Individuals and Organizations & Resources](#)
Strategies to enhance health, healing, and stress reduction for individuals and organizations.
- [Leading with Emotional Intelligence](#)
How to apply emotional intelligence skills in the daily management of a DV/SA organization.
- [The Benefits of Mentorship: Empower, Lead, Succeed in Organizations Serving Survivors of Violence](#), Mentorship strategies and resources.
- [Navigating Fund Development Strategies During Transition](#)
Strategies to prepare for organizational transitions.
- [Overview of Nonprofit Digital Strategy](#)
Basics information on managing your organization's digital presence, & sample strategies.
- [Assembling the Pieces: Tools to Build an Effective Board](#)
Approaches to building/sustaining a board of directors, recruitment, engagement, & communication.
- [Secondary Traumatic Stress \(FUTURES\)](#) (compassion fatigue, vicarious trauma, self-care)
- [Conducting a Thoughtful Needs Assessment: A Comprehensive Approach to Program Design for Adult and Children Survivors of Domestic Violence](#), Webinar, FUTURES
- [Webinars organized by Futures Without Violence](#) (archive of links to recordings and resources)

Other Webinars

- [OVW Financial Management Practices](#)
- [Introduction to Project Budgets](#), Foundation Center, 2015
- [Nonprofit Webinar: the Sustainability Mindset](#), NPQ
- [The Completely Revised Guide to Great Board Recruitment](#), NPQ
- [Empowering your Board to Lead: Understanding the Roles & Responsibilities of your Board](#)
- [Preparing for the Inevitable: The Board's Role in Succession Planning](#)
- [CEO Confidential: Planning, Communicating and Implementing Your Organizational Exit](#)
- [An Organizational Sustainability Framework for Executive Transitions](#)
- [Staff Retention: We All Want It, But How](#) (Washington DV Coalition)
- [Writing to Make a Difference](#) (Story Telling) (Foundation Center 2012)
- [Practical Strategies for Creating Trauma-Informed Services and Organizations](#) (series NCDVTM)
- [Strengths-Based and Trauma-Informed Supervision Frameworks](#) (Jane Doe Inc.)

ADDITIONAL WEBSITES WITH RESOURCES:

- [Blue Avocado](#) (Magazine of American Nonprofits)
- [BoardSource](#), Board resources
- [Charity Water](#) - Organization/website for building support for your cause
- [Community Toolbox](#) (Toolkits/resources on organizational sustainability)
- [CompassPoint](#), Capacity building and training resource

- [Luna Jiménez Institute for Social Transformation](#), Professional Development & Communication
- [National Council for Non-Profit Associations](#), Tools for Non-Profits
- [Nonprofit Technology Network](#), technology usage and resources
- [OVC Office Of Victims of Crime Technical Assistance and Training Center Resources](#)
- [Roadmap Consulting](#), Resources for Social Justice Organizations
- [Social Transformation Project](#), Resources and tools, assessment, leadership
- [Taproot Foundation](#) – Provides support and connection to skilled expertise pro bono to nonprofits
- [TechSoup](#), Technology products for nonprofits, discounted
- [The Management Center – Training on “Managing for a Changing World” & Tools and Resources](#)
- [The Nonprofit Quarterly](#), Nonprofit Magazine
- [ToP Strategic Planning / Technology of Participation](#): Tools and resources for strategic planning

Books and Articles

- “Building the Bridge As You Walk On It: A Guide for Leading Change”
- “Dare to Lead: Brave Work. Tough Conversations. Whole Hearts.”
- “*The 5 Languages of Appreciation in the Workplace.*” Book for supervisors/managers.
- “Managing to Change the World: The Nonprofit Manager's Guide to Getting Results”
- “Radical Candor: Be a Kick-Ass Boss Without Losing Your Humanity” Podcast and book
- “The Most Important Work We'll Never Finish,” *By Sarah McAfee*
- “[Trauma Stewardship: An Everyday Guide to Caring for Self While Caring for Others](#),” Laura van Dernoot and Connie Burke
- “Immunity to Change: How to Overcome It and Unlock the Potential in Yourself and Your Organization”
- [Managing Transitions: Making the Most of Change](#), William Bridges

Podcasts

- [Nonprofits are Messy, The Post Cast](#) – Joan Gary, pod casts on multiple topics.
- [Coaching for Leaders: Discover Leadership Wisdoms Through Insightful Conversations](#)
- [The Look & Sound of Leadership, Essential Communications, Executive Coaching Tips](#)
- [Work Life with Adam Grant](#) (TED)
- [Women at Work](#), Harvard Business Review
- [Dr. Booker-Drew Discussing Toxic Leadership](#)

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