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TOOLKIT · 2026

# Financial Sustainability Toolkit

*Practical tools for boards and executive teams.*

Eight tools mapped to the OmniStrategic Impact Framework: Illuminate, Mobilise, Embed. Use them to diagnose financial health, prioritise moves and plan the next 90 days.

## TOOLKIT OVERVIEW

## What this toolkit does

A practical set of tools to help boards and executive teams diagnose financial health, prioritise strategic moves, plan with confidence and present with clarity. Each tool maps to a phase of the OmniStrategic Impact Framework: Illuminate, Mobilise, Embed.

- Diagnose the organisation's financial and operational health.
- Prioritise strategic moves without adding overload.
- Plan and present with confidence to executives and boards.
- Anchor decisions in evidence, not opinion.

TOOL 01

## Organisational Health Check

A quick self-assessment to understand where your organisation stands. Use it to evaluate financial health, staff alignment and cost structures, create a shared picture of readiness for change, and identify blind spots before budget season.

Live at [omnistrategic.com.au/tools/health-check](https://omnistrategic.com.au/tools/health-check)

TOOL 02

## Cost-to-Serve Model

Use this worksheet to understand the true cost of delivering each service or program. Includes both direct and indirect costs and helps identify whether the activity is financially sustainable.

Service / Program	Direct Costs	Overhead %	Cost Estimate	Revenue	Margin (+/-)	Notes
Example: Youth Mentoring	\$85,000	20%	\$112,000	\$80,000	-\$32,000	Fully booked, low margin

### Instructions

- Direct Costs. Materials, platform costs, travel, consultants.
- Overhead %. Portion of total organisational overhead allocated (e.g. rent, ops).
- Cost Estimate. Direct Costs (including labour) plus allocated overhead.
- Revenue. Income from fees, funding, grants or partnerships.
- Margin. Revenue minus Cost. Shows subsidy or surplus.

TOOL 03

# SIPOC Mapping Template

Use this SIPOC (Suppliers, Inputs, Process, Outputs, Customers) template to map a service or operational process. It identifies inefficiencies, clarifies value delivery and ensures alignment between process steps and strategic outcomes.

Process name: \_\_\_\_\_

Suppliers (S)	Inputs (I)	Process (P)	Outputs (O)	Customers (C)

- Suppliers. Who provides the inputs (funding bodies, referral partners).
- Inputs. Materials, information or resources going in.
- Process. 4 to 6 high-level steps.
- Outputs. Tangible or intangible outcomes.
- Customers. Who receives or benefits.

## TOOL 04

## Board Debrief Template

Use to summarise strategic insights, financial diagnostics and key recommendations for governance-level clarity and informed decision-making. Best used after the Illuminate phase to align the board on priorities.

### 1. Organisation snapshot

- Brief overview of the organisation, strategic context and scope of this diagnostic.

### 2. Financial health insights

- Budget variance trends
- Cost drivers
- Revenue concentration or fragility
- Key financial risks

### 3. Strategic and cultural insights

- Staff sentiment or engagement trends
- Areas of alignment or fragmentation

### 4. Operational findings

- Process bottlenecks
- Cost-to-serve outliers
- Opportunities for redesign or automation

### 5. Risk radar

- Key financial, operational or reputational risks
- Use a traffic-light format if preferred

### 6. Recommended strategic priorities

- Two to three high-level initiatives
- Note quick wins vs longer-term
- Indicate what needs board decisions

### 7. Tools and follow-up actions

- Attach: Health Check, SIPOC, Cost-to-Serve
- Recommend planning session or workshop if needed

TOOL 05

## Revenue Growth Levers Matrix

Explore and assess potential income-generating initiatives. Evaluate ideas on feasibility, mission alignment and margin potential to identify high-value opportunities and avoid distraction from low-margin activity.

Revenue Lever	Feasibility	Mission Alignment	Profitability Potential	Notes
Online Workshops	High	High	Medium	Pilot with existing team

## TOOL 06

## Prioritisation Grid

Prioritise actions, eliminate distractions and structure the next 90-day plan. Classify initiatives by importance and urgency to support confident, focused decisions.

	Not Urgent	Urgent
Important	PLAN	ACT
Not Important	ELIMINATE	DELAY

- ACT: prioritise in the next budget cycle.
- PLAN: schedule and resource.
- DELAY: hold pending trigger or capacity.
- ELIMINATE: exit or de-scope.

TOOL 07

# Strategic Options Worksheet

Compare strategic initiatives or pathways. Assess feasibility, impact, resourcing and risk before allocating resources.

Option	Strategic Value	Feasibility	ROI	Resourcing	Risk	Notes
Expand Online Workshops	High	Medium	High	Moderate	Low	

TOOL 08

## 90-Day Financial Sustainability Planning Pack

Plan and execute a focused 90-day strategy sprint. Use these prompts alongside the tools above.

### Suggested 90-minute planning session

- Welcome and framing (10 min)
- Review organisational health insights (20 min)
- Strategic priorities brainstorm (20 min)
- Prioritisation grid (20 min)
- Next steps and accountability (20 min)

### Key discussion prompts

- What are the top 3 cost or revenue concerns to address this quarter?
- Which programs or initiatives are not delivering sufficient margin or impact?
- What strategic moves have the highest leverage, and are we ready to act?

### Tools to use in-session

- Organisational Health Check for baseline readiness.
- Revenue Growth Levers Matrix for top-line opportunities.
- Strategic Options Worksheet to weigh decisions.
- Prioritisation Grid to clarify priorities.

### 90-day priority actions

Action / Initiative	Owner	Support Required	Deadline	How Will We Track It?

## NEXT STEPS

## Take it further

You now have the tools and the system. To go deeper:

- Book a strategic advisory conversation.
- Share this toolkit with your executive team.
- Revisit these tools at mid-year review.

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