# Goal Writing Guidance and Template: Aging Plans for 2025–2027

## Goal Writing Guidance

**Goal statement should explain:** What improvements do we envision for our program or services? It may help to consider these questions in framing goal statements and strategies:

1. Why are we choosing this thing to focus our efforts on?
2. Why do we believe this particular effort will make things better?
3. How do we think this leads to people being better off?
4. How will we know that when we’re done with this effort?
5. How will we know whether anyone is better off because of this effort?

**Plan or strategy should explain:**

1. Do we intend to increase the amount of effort, improve the quality of efforts, or make some other changes that improve the program?
2. How do we think these improvements will benefit our community and/or program participants?
3. What will we do to move forward this improvement?

**Preliminary ideas about how we will document our efforts and accomplishments:**

1. Tools that will tell us **how much** we have done.
2. Tools that will tell us whether we have **done things well**.
3. Tools that will tell us if anyone is **better off** because of the changes we made.

## Goal Writing Template

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| **Older Americans Act program area** (Select a program area if applicable.)  Title III-B Supportive Services  Title III-C1 and/or III-C2 Nutrition Program  Title III-D Evidence-Based Health Promotion  Title III-E Caregiver Supports |
| **Aging Network value** (Select a value if applicable.)  Person centeredness  Equity  Advocacy |
| **Goal statement: Sample: Meal Prioritization/ “Right Meal and Services for you” Process**  X program will transition to person-centered nutrition planning by implementing the GWAAR Person-Centered Meal Prioritization Process over the next 3 years. This will ensure that we can positively influence the nutrition, socialization, and overall health of everyone 60+ while operating within our capacity and avoiding or minimizing waitlists. |
| **Plan or strategy:**  By [specific date], we will implement the GWAAR Person-Centered Meal Prioritization Process to optimize the delivery of meals and related services within the OAA Nutrition Program. This will ensure that Individuals with the highest nutritional needs are being served within the means of program resources while also offering person-centered services to those with moderate to low needs that meet the person where they are to optimize their nutrition status and enhance their quality of life. |
| **Documenting efforts and tools:**  Documenting **how much** has been done:  The process will be started with new participants during the first 3 to 6 months (July-Dec 2024). The process will be implemented for all reassessments as of 2-1-25.  Documenting **how well** it has been done:  Outcomes will be determined, data entered into Peer Place, and evaluated at least quarterly with the goal of 80% or higher achievement rate.  Assessing whether anyone is **better off**:  Pathways and processes will be established and implemented to ensure participants at each level of need are being monitored and reassessed to prevent decline. In addition, surveys to participants will measure their level of satisfaction. |
| ***OPTIONAL*: Notes on considerations for framing goal**  The Older Americans Act Nutrition (OAA) services aim to reduce hunger, food insecurity, and malnutrition, offer socialization opportunities, and provide health and wellness opportunities for adults 60+. We understand that there are different pathways to achieve these goals, and we are committed to exploring all options to best serve older adults and their caregivers.   1. **Why are we choosing this thing to focus our efforts on?**   The Wisconsin Elder Nutrition Program (ENP) faces a significant challenge in serving everyone 60+ who is eligible for services under the traditional model of deciding meal eligibility. This challenge will continue to grow as the number of older adults seeking services increases. Therefore, we must act now to figure out how we can positively influence the nutrition, socialization, and overall health of everyone 60+ while operating within our capacity and avoiding or minimizing waitlists.   1. **Why do we believe this particular effort will make things better?**   The prioritization system provides a uniform data-driven framework that utilizes the Screen, Assess, and Intervene method that will allow us to maximize our resources and fulfill the intent of the OAA. We will identify upstream risk factors in that could lead to hospitalization and worsening health outcomes and offer person-centered interventions that meet the person where they are to enhance their quality of life.   1. **How do we think this leads to people being better off?**   We will be able to determine what meal options best align with the person’s needs and to connect them with other programs and services to further enhance their lives and level of independence.   1. **How will we know that when we’re done with this effort?**   Outcomes will be established and monitored annually over the next 3 years. This is a paradigm shift to person-centered services, the goal is to continue the efforts long-term.   1. **How will we know whether anyone is better off because of this effort?**   The Meal Prioritization Process is intended to improve efficiencies, build partnerships, and promote awareness and advocacy to ensure our programs are cost-effective and serve the greatest number of individuals. We will measure each of these components. |