# 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:**  Increase the number of elders coming to the congregate site to eat.  After Covid closures elders in the Elder Meal Program got used to having their meals delivered or were nervous to come back to dine in the Elder Center. We would like to encourage their return to promote social interaction as well as encourage other program participation. We would also like to encourage new participants to the program as well to promote overall social wellbeing and food insecurity. |
| **Plan or strategy:**  We will increase our efforts in promoting the Elder Meals that are being served to help bring in new elders to the program.  We will increase the number of activities that we have around the Elder meals to encourage Elders to want to come into the site not only to eat but also to join the activities.  We will work with our Nutrition Advisory Council to assist in gaining more participation. |
| **Documenting efforts and tools:**  Documenting **how much** has been done:  Our numbers in Wellsky/Peer Place will reflect the change in Elders participating in the Congregate program. We are hoping there will be a decreased demand in Home Delivered Meals as we see an increase in the Congregate program participation.  Hopefully we will see an increase in activity participation as well.  Documenting **how well** it has been done:  We will sit and meet with the Elders at the dining sites to gain their feedback as well as the annual Nutrition Satisfaction surveys that will go out to gauge their satisfaction.  Assessing whether anyone is **better off**:  In our conversations with participating Elders we will be able to see if they are happy with their decision to come into eat and participate. We will be able to see the happiness that the Elders have with being with their peers. |
| ***OPTIONAL*: Notes on considerations for framing goals**   1. Why are we choosing this thing to focus our efforts on?   This is something that will help the Elder live a more full and balanced life but also will help with making our funding go farther since it is less costly to produce a congregate meal then a home delivered meal.   1. Why do we believe this particular effort will make things better?   Socialization is extremely important for Elder wellbeing and health. If we can increase the number of Elders participating we will be bettering more lives.   1. How do we think this leads to people being better off?   We will be able to serve more Elders nutritious food but also serve them opportunities for socialization as well.   1. How will we know that when we’re done with this effort?   I think this will be a continued goal of our program for all time. We need to make sure all community Elders feel welcomed and valued in the program.   1. How will we know whether anyone is better off because of this effort? |