

Translating Visions into Plans Worksheet for Organizations

Name: _____

Organization Name: _____

Introduction:

Provide a brief description of your organization and your role.

Geographic Setting:

Rural

Suburban

Urban

Demographics:

Describe the communities that your organization serves.

Accessibility:

How do most of your patrons engage with your organization? Do they engage in person, remotely, or both? Are there physical or technological barriers to consider?

Current Programs:

What programs/services (fitness, technology, arts, etc.) does your organization offer **specifically for older adults**? Are they delivered in person or remotely?

Who coordinates these services for your organization?

How do you determine which programs to offer? (e.g. surveys, word of mouth, etc.)

Implementation Support:

What do you need to implement a sequential creative aging program? Please check all that apply and then circle which necessity is the greatest.

- | | |
|---|---|
| <input type="checkbox"/> Training | <input type="checkbox"/> Documentation support |
| <input type="checkbox"/> Access to tech equipment | <input type="checkbox"/> Evaluation materials |
| <input type="checkbox"/> Access to software | <input type="checkbox"/> Funding |
| <input type="checkbox"/> Access to teaching artists | <input type="checkbox"/> Staff time |
| <input type="checkbox"/> Communications support | <input type="checkbox"/> Contracting procedures |
| | <input type="checkbox"/> Other: _____ |

What kind of organization/administrative support within your organization (including board of directors, staff and volunteers) would you need to begin creative aging programming?

What new or reconfigured staff positions would you need to begin creative aging programming?

What new equipment, staffing, or infrastructure would you need to deliver remote creative aging programming?

Conclusion:

After completing this worksheet:

What is your organization's greatest **asset**?

What is your organization's greatest **challenge**?

What is your biggest creative aging **programming concern**?

What are some **action steps** you could begin tomorrow to plant seeds for future creative aging programs? (e.g. staff meeting to discuss ideas, invited artist lectures, etc.)