

POLICY 307

SERVICE PROVIDER STRATEGIC PLANS

The Agency requires each Service Provider to develop a Strategic Plan that:

1) identifies at-risk seniors in their catchment areas for outreach and targeting of services; 2) identifies specific unmet program and service needs of seniors and develops organizational priorities to meet these needs; 3) identifies and proposes actions to eliminate any barriers to service participation encountered by seniors; and, 4) provides an annual update, via program reporting, as to their effectiveness in meeting these needs.

Outreach efforts shall identify individuals eligible for, and inform them of assistance available to them through Title III of the Older Americans Act, Ohio Senior Community Services, local levies, and other funds. Special emphasis will be placed on older individuals residing in rural areas, older individuals with greatest economic need (with particular attention to low-income minority individuals), older individuals with greatest social need (with particular attention to low-income minority individuals), older individuals with severe disabilities, older individuals with limited English-speaking ability, and older individuals with Alzheimer's disease or related disorders with neurological and organic brain dysfunction (and the caretakers of such individuals).

PROCEDURE A STRATEGIC PLAN FORMAT AND SUBMISSION

1. Service Providers are required to provide a copy of their current strategic plan as an enclosure to each application for funding submitted to the Agency in response to periodic requests for proposals.
 - a. Strategic Plans must be reviewed and updated at least every five years. Plans must be clearly marked with the date they were approved by the Service Provider's governing body. Similarly, any changes or updates to the plan must be clearly marked.
2. Strategic Plans should be in a format similar to the Agency's Area Plan. Copies of this plan are available from the Agency's Planning Department.

PROCEDURE B AREA PLAN DEVELOPMENT

1. Service Providers will utilize a strategic planning process that, at a minimum:
 - a. includes an environmental scan to identify key issues,

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- b. analyzes strengths, weaknesses, opportunities and threats,
 - c. identifies service needs and gaps,
 - d. identifies critical issues based on the above activities, and
 - e. leads to development of strategic goals and objectives to address these issues.
2. Service Providers will, through various mechanisms, such as a needs assessments, community forums, questionnaires, surveys, etc., assess the needs of the elderly in their catchment areas. Proposed activities to address the results/findings of the process will be specified in the strategic plan as goals and objectives.

PROCEDURE C STRATEGIC PLAN REVIEW

1. The Agency will review and comment on Service Provider strategic plans as a part of the annual monitoring process.