

Master Aging Plan Toolkit

Community Planning Meetings

As part of the needs assessment, the Department on Aging held two Community Planning Meetings. The purpose of these meetings was to:

- Introduce the community to the concept of “age-friendliness”;
- Present community members with data collected in the surveys and focus groups;
- Solicit community feedback about this data;
- Ask the community to rank the importance of different indicators of “age-friendliness”;
- Increase awareness and support of the MAP planning process; and
- Recruit future work group members.

The Community Planning Meeting section contains information that may be useful to those who are planning their own community forum. These materials should be modified to meet your community’s needs. The “Community Planning Meeting Presentation” PowerPoint and the “MAP Community Meeting Discussion Guide” are good starting points in orienting oneself to the contents of this section.

The “Publicity” subsection contains a flyer; a poster proof; and a press release. It also includes the communication plan and calendar utilized by the Orange County Department on Aging. The Department on Aging distributed promotional materials through various communication modes, including email, newspaper, websites, and on community bulletin boards.

The “Small Group Discussion” subsection contains the information distributed to Community Planning Meeting participants, as well as the materials used by the event’s organizers.