

Broward Regional Health Planning Council, Inc.  
AARP Age-Friendly Communities Hallandale Beach

Exhibit A

Scope of Work and Timeline for 2017-2018

Scope of Work:	Timeline:	Overview:
Citizen's Advisory Group	March 2017 – February 2018	<u>Involve residents 50 and over years of age in all aspects of the age-friendly cities and communities process through a Citizen's Advisory Group.</u> The Citizen's Advisory will be engaged and involved in: Needs assessment process; Feedback on results of the assessment; Identification of key areas of focus; Engagement of relevant stakeholders, agencies and community organizations; Initiation of Community Action Planning process; Prioritization of Action Items; Consensus on the measurements of success; and, Development of the Community Action Plan.
Needs Assessment	March- September 2017	<u>Conduct a comprehensive and inclusive baseline assessment of the age-friendliness of the community.</u> The community assessment will be completed using citizen involvement and recognized tools, including: AARP Community Survey Questionnaire; walk-ability assessments; and, livability assessments with community and stakeholders of: housing; outdoor spaces and buildings; transportation and streets; health and wellness; social participation; inclusion and educational opportunities; volunteering and civic engagement.
Community Action Plan	March 2017 – February 2018	<u>Develop a three-year community-wide action plan based on assessment findings.</u> The action plan will provide the mission, vision, values, goals, objectives and actions that address the "8 Domains of Livability" framework, and are inclusive of the involvement of citizens who are 50 and over.  The Community Action Plan will ensure: A clear vision about what an age-friendly community; A clear set of values that includes the voices of people age 50+; An overarching vision; Goals for each of the strategic "8 Domains of Livability"; Objectives that provide a clear understanding of desired outcomes; Specific activities for reaching the plan's goals and objectives;

		<p>A schedule for when each activity will begin and end within the three-year action plan time period;</p> <p>Identification of the organization and/or individual who will be responsible for each activity; and,</p> <p>A list of the resources needed to complete the tasks..</p>
Performance Outcome Measurements	March 2017 – February 2018	Outcome measurements are aligned with the strategic “8 Domains of Livability” framework as noted below.
<b>1. Outdoor Spaces and City Buildings:</b>	<b>Timeline:</b>	<b>Measure:</b>
1.1 Conduct 3 walking assessments in 3 different neighborhoods	March-June	<p># of walking assessments completed</p> <p>Walking assessment summary report</p> <p># of reported interactions on the PublicStuff application</p> <p># of photos</p>
<b>2. Transportation</b>	<b>Timeline:</b>	<b>Measure:</b>
2.1 Conduct 2 transportation information events in the SW & NW Corridors of the City and collect information for needs assessment	March-December	<p># of events</p> <p>Participant feedback on the event</p> <p>Needs Assessment summary report</p>
2.2 Develop resource flyer for seniors to educate on the City's transportation plan	March-May	<p>Resource flyer develop and shared widely</p> <p>Document posted on City's website</p>
2.3 Collaborate with partners to build capacity of transportation service for seniors to receive medical care	March-December	# of recorded trips from various transportation providers
<b>3. Housing</b>	<b>Timeline:</b>	<b>Measure:</b>
3.1 In collaboration with the City of Hallandale Beach, work with partners to develop age-friendly affordable, attainable housing guidelines	June 2017 – February 2018	<p># of partners</p> <p>Summary of guidelines</p>
<b>4. Communication and Information</b>	<b>Timeline:</b>	<b>Measure:</b>
4.1 In collaboration with the City of Hallandale Beach, host regular community forums with a focus on selecting topics that reflect one or more of the 8 domains of an Age-Friendly community with local seniors	March-December	<p># of topics addressed</p> <p># of participants at the community forum (sign-in sheet)</p> <p># of community forums held</p> <p>Participant feedback on topics addressed</p>

4.2 Determine the most effective ways to get messaging information out to the community	March-May	# of communication channels (i.e. social media, phone call, text messaging, mail)
4.3 Develop culturally sensitive messaging for outreach materials in appropriate languages	May-December	# of developed materials
<b>5. Social Participation</b>	<b>Timeline:</b>	<b>Measure:</b>
5.1 Determine the most effective ways to get messaging information out to the community regarding social participation	March 2017 – February 2018	# of communication channels (i.e. social media, phone call, text messaging, mail)
5.2 Coordinate with the City's Community Liaison and educate seniors on the programs available at the Austin Hepburn Center	March 2017 – February 2018	Sign-in sheet # of flyers shared
5.3 Increase participation by continuing to promote and support Austin Hepburn's Center programs for seniors providing recreation, education, health screening, case management, counseling, transportation, field trips, etc.	May 2017 – February 2018	% increase in participation
5.4 In collaboration with the City of Hallandale Beach, identify volunteer opportunities for seniors	May 2017 – February 2018	# of volunteer opportunities # of participating seniors
5.4 Create a "Meet your Neighbor" initiative, providing an opportunity for social interaction within the community	May 2017 – February 2018	# of participating seniors
<b>6. Civic Participation &amp; Employment</b>	<b>Timeline:</b>	<b>Measure:</b>
6.1 Develop an outreach strategy to increase number of seniors participating in City events and meetings	March 2017 – February 2018	# of events # of meetings # of participating seniors
6.2 In collaboration with the City of Hallandale Beach, identify employment opportunities for seniors	May 2017 – February 2018	# of employment opportunities # of seniors employed
6.3 Coordinate with the City of Hallandale Beach on their "Health in Hood" efforts and engage seniors	May 2017 – February 2018	# of participating seniors

6.4 In collaboration with the City of Hallandale Beach, identify seniors as program champions	May 2017 – February 2018	# of program champions
<b>7. Respect &amp; Social Inclusion</b>	<b>Timeline:</b>	<b>Measure:</b>
7.1 Create intergenerational opportunities by collaborating with the City's senior computer class and incorporate volunteer youth	May 2017 – February 2018	# of youth volunteers # of intergenerational computer classes held
7.2 Create senior and youth intergenerational social opportunities	May 2017 – February 2018	# of events held # of participating youth # of participating seniors
<b>8. Community &amp; Health Services</b>	<b>Timeline:</b>	<b>Measure:</b>
8.1. Support and promote local health care partners, which offer programs and services to the insured, uninsured, and newly insured seniors of Hallandale Beach	May 2017 – February 2018	% of seniors accessing local health care # of seniors participating in programs Level of senior satisfaction with program/service
8.2 In collaboration with the City of Hallandale Beach, develop a "Friendly Home Visit" program for those seniors at risk of social isolation	May 2017 – February 2018	# of volunteer hours
8.3 Work with health care partners to understand and explore gaps and strengths in services	May 2017 – February 2018	Document efforts # of underutilized programs/services # of utilized programs/services
8.4 Create Lunch & Learn events around health literacy & equity	June 2017 – February 2018	# of events held # of participating seniors
<b>Final Report &amp; Community Action Plan</b>	<b>December 2017-February 2018</b>	<b>The Final Report and Community Action Plan will include:</b> Executive summary Table of Contents Community Profile Introduction to the plan How the plan was developed Who was involved in the development of the plan Who will manage the implementation of the plan Other information that is important to the plan The 3- Year Action Plan Appendices and supporting documentation