

MCOA's Proposed SIG FY'16 Work Plan: Either by Direct SIG request or additional duties of SIG funded positions (Lead Staff)

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1	Category	Activity	Final FY16 SIG Award 10.16.15	Potential 9c cut	Notes: Existing vs. New Projects are indicated MCOA Submitted a Revised Proposal on 9.28.15 that adjusted \$request and outcomes. The final award was based on this revised proposal.	3rd party funding	Partners	Lead Staff	
2	Economic Security and Civic Engagement	Benefits Counseling & Application Assistance	\$ 90,000.00		EXISTING: 24 months remaining for pilots in Hampshire and Berkshire Counties; Franklin County program is model.		Franklin Co Home Care; Elder Services Berkshire Co; Northampton COA; DTA; MassSaves; Food Banks in Western MA; and others.	Director of Special Projects	
3	Economic Security and Civic Engagement	Benefits Check Up	\$ 35,000.00	\$ 35,000.00	EXISTING: License; Offer Trainings; send outreach reminders; advertise to consumers and stakeholders; refer to COAs for help. Track screening levels. Discuss reduction with NCOA, for a lower annual cost for a shift of annual reporting back to NCOA.		NCOA	Director of Special Projects	
4	Economic Security and Civic Engagement	Employment	\$ 15,000.00		EXISTING: Provide 10 small grants (\$500) to support costs related with hosting Job Fairs in partnership with One Stop Career Centers. Promote establishment of Job seeker networking support groups; Revised: Increase interest from the local level to host regional semi-monthly networking meetings for older workers in addition to annual job fairs.		One Stop Career Centers across MA	Director of Special Projects	
5	Economic Security and Civic Engagement	Housing Options and Costs Management - Staff Training	\$10,000		NEW SIG: Finish writing booklet for training staff; consider hosting 5-6 regional training days with GBLS and other experts on housing options, including homelessness prevention, and ways to reduce energy and housing costs.		GBLS, Housing Counseling Agencies, Office of Consumer Affairs, tbd.	Director of Special Projects	
6	Economic Security and Civic Engagement	Volunteer Management Skills Development	Plan		NEW: Training on developing talented volunteers to assume complex operational roles within COA or on Board, to boost capacity of the COA. Explore working with AARP on this.		AARP	Director of Special Projects	
7	Economic Security and Civic Engagement	Shared Housing Program	Plan		NEW: Research needed; on model that connects boarders and homeowners, start up costs, etc. Enormous effort to build it. As a solution to high housing costs, it's highly valued.		Elder Affairs	Director of Special Projects	
8	Economic Security and Civic Engagement	SNAP Enrollment Initiative	No cost		EXISTING: SNAP Enrollment Initiative in Hampden County, May 2015 - April 2016. Funded by a grant from the NCOA SNAP Enrollment Initiative.	Funded by NCOA grant	Springfield Department of Elder Affairs, NCOA	Director of Special Projects	
9	Economic Security and Civic Engagement	SNAP Enrollment Initiative	No cost		EXISTING: Promote awareness of the USDA's doubling of SNAP dollars at certain venues as of 10.1.15; share outreach methods from SNAP Enrollment Initiative in Hampden County across state.		USDA	Director of Special Projects	
10	Healthy Aging	Aging Mastery Program	\$ 60,000.00		EXISTING: Start in 12 new communities; support AMP Club development; support some new modules.		Elder Affairs	Director of Special Projects	
11	Healthy Aging	Support Establishment of New Keep Moving Walking Clubs	\$ 25,000.00		EXISTING: Support 20 clubs recently launched in Spring of 2015 with small grant of \$600. Use DPH funding for other new site development. Revised: Increased demand from the local level warrants increased funding. A new sub-contract request from Walk Boston for \$10,000 is also included in this request.	New walking clubs to be funded by a CDC grant received by MA DPH.	DPH; and Mass in Motion lead organizations and COAs in Everett; Fall River area; Springfield; and Franklin Co. area.	Director of Special Projects	
12	Healthy Aging	Falls Prevention	\$ 30,000.00		NEW: Make a \$1,200 payment to 50 towns who will offer formal falls-preventive exercise sessions at centers, as well as other exercises related with EB Tai Chi, EB Arthritis Class, MOB exercises, to continue supporting the health goals achieved by participants during the formal course. Revised: Given the abbreviated timeline (January -June) reduce from 50 towns to 25.		DPH, Elder Affairs	Director of Special Projects	

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13	Healthy Aging	Support Groups/Caregiving and Grief	\$ 22,000.00		NEW: Fund 10 sites at \$2400 to offer support groups with respite workers to care for elders during attendance for spousal/family caregivers. Bereavement: Give \$1,000 per site to 20 sites for support groups widows/widowers who've lost spouses. Revised: MCOA now anticipates that we will reduce full year funding to half year beginning January 2016. CLARIFICATION: Resources to enhance currently existing support groups, including, but not limited to, respite services to enable caregivers to attend support groups, transportation to/from support group and enhanced training for group participants (ie habilitation or CARES training)		Caregiver Specialists in the AAAs	Director of Special Projects	
14	Healthy Aging	Develop a Digital Literacy Course	not funded		NEW SIG: Develop a course; pilot in spring 2016 in 4 sites; reform as needed. May use Duxbury's new set of fact sheets as a start, as a best practice. Identify other community models, Millville, Springfield. UPDATE: \$10,000 request not funded in FY16.		Voch Tech High Schools; others	Director of Special Projects	
15	Healthy Aging	Live your Life Well	\$ 6,000.00		NEW SIG: Share best practice for this dynamic program. Lunch for 40 @ \$15/pp - \$600 per site over 10 sites. Provide training at spring membership meeting. Program involves 1-day 10 tables / 40 people / rotating speakers as was done on Cape Cod. Spring 2016		Cape Coast Association (piloted model)	Director of Special Projects	
16	Healthy Aging	Training staff in mental health issues of older adults	No cost		EXISTING: BU CADER project funded by DPH. Training in Mental Health issues for 100 persons in FY16; MCOA coordinated publicity; enrollment.	BU is funded directly by DPH.	BU CADER	Director of Special Projects	
17	Healthy Aging	Peer Support Counselors	Plan		NEW: Develop a plan for how to fund peer specialists who will be trained to lend support to isolated individuals; peer specialists may tackle myriad goals (depression, mobility, social isolation, skills training, loneliness of new widowers/widows, etc.). Research models.		Mental health and peer support experts	Director of Special Projects	
18	Healthy Aging	Expand Senior Farm Share Model	Plan		NEW SIG: Work with CISA and 8 other farmer promotion programs in state; explore generating funding from a social mission marketing campaign with a grocery store or local restaurants, local or statewide tbd.		Farmer Promotion Program across MA	Director of Special Projects	
19	Healthy Aging	Self Defense Training	Fact Sheet		NEW: Grey Ninjas as in FCHC Triad area. Fact Sheet. Also, share profile of a Rape Aggression Defense Training.			Director of Special Projects	
20	Healthy Aging	Life Reimagined	No cost		NEW: Promote use of AARP's program in centers; via internet		AARP	Director of Special Projects	
21	Healthy Aging	Regional artists to lead group activities	No cost		NEW: Develop some best practice ideas for doing this. Mass Cultural Council would be a partner for long term program development. They have solid central database for applying for local cultural council grants.			Director of Special Projects	
22	Healthy Aging	Respite Corps	No cost		NEW: Programs need resources to financially support the workers while the service grows. Need time to research in more detail. Fund start up costs for offering new in home for pay respite services. Lets formulate a plan and look at other resources.		Current program operators	Director of Special Projects	

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23	Healthy Aging	Support Group/Grandparents and Parents	No cost		NEW: Grandparents Raising Grandchildren. Parents who have adult children with disabilities still living at home.			Director of Special Projects	
24	Healthy Aging	Driver Safety	No cost		NEW: Promote partnerships that educate older adult drivers at local level w/ DMV, AAA (automobile) and Umass			Executive Director	
25	Healthy Aging	Evidence Based Programming	TBD		Existing: Continue to promote Evidence Based Programming at Senior Centers. Define gaps in service. Expand curriculum.		HLCE and Tufts Stakeholders	Executive Director	
26	Healthy Aging	Mass in Motion	TBD		Existing: Through Federal and State (SIG) funding, MCOA has been the lead agency in putting "an elder focus" on the Mass in Motion Initiative. To date 17 communities' "Best Practices" and a "How-To" manual have been documented and posted for other to use. As this projects evolves additional funding maybe needed.	DPH and EOEa	DPH and EOEa	Director of Special Projects	
27	Healthy Aging	Senior Reach	TBD		NEW: Evidence based program to identify and support older adults w/ MH issues before crisis	DMH?	Mental Health Coalition	Director of Special Projects	
28	Training and Capacity Building	Training Events	\$ 25,000.00		EXISTING: Annual 3 day training conference, plus Regional training events on essential topics necessary for COA staff including file retention, ethics, political activity, purchasing and Protective Service's Mandated Reporter regulations. In FY'16, new training on home visit safety protocols, personal protection in unsafe settings, de-escalation techniques, and universal precautions. Also, in FY16, to prepare a New Directors' Welcome Packet on MCOA supports and other key aspects of onboarding.	Sponsors, Vendors, Registration Fees	Elder Affairs	Director of Training and Technical Assistance	
29	Training and Capacity Building	Training Manuals	\$ 10,000.00		EXISTING: Various manuals TBD, including a Best Practices Manual that could be a platform for seeking national accreditation, with elements of outreach, volunteer management, activities, transportation, building usage, financial mgmt., and outcomes tracking/reporting, forming Friends group and best practices for Board and Friends relationships.			Director of Training and Technical Assistance	
30	Training and Capacity Building	Citizen's Policy Training Conference	POSTPONED		NEW: Spring 2016; train town teams (3-4 people/town) on advocacy skills generally; then on select policy areas (e.g. pedestrian safety, affordable housing, fresh food access, and age friendly local services) for local action. Revised: Given the current calendar MCOA no longer feels this can be accomplished in FY16 and has postponed this event until FY2017.		MPHA; Walk Boston; AARP; DPH; tbd	Director of Training and Technical Assistance	
31	Training and Capacity Building	Support Local Age-Friendly Strategic Planning Projects	\$ 20,000.00		NEW: Per board retreat recommendation: Provide \$2,000 to 10 sites, to support local COA working on strategic planning, including Age Friendly projects and Mass in Motion Healthy Design projects, with local stakeholders.		AARP; Tufts Health Plan Foundation; Local Regional Planning Associations; DPH	Director of Training and Technical Assistance	
32	Training and Capacity Building	Geriatric Training Institute	Plan		NEW: Assess feasibility for developing a "MCOA Geriatric Training Institute" which would be the 'go to place' for training COA staff, students, and human services colleagues.		UMASS	Director of Training and Technical Assistance	

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33	Training and Capacity Building	Rebuild the Elder Corps	No cost		NEW: Hire a consultant to develop the infrastructure and develop training for corps member, both core competency (personal safety confidentiality, theory of aging, elder resources) and then also in special roles (volunteer escort, mobility trainer (using MBTA), driver, peer support, in home respite, host/hostess at senior center to welcome newcomers). Do the research and formulate options for future development.		Elder Affairs	Director of Training and Technical Assistance	
34	Training and Capacity Building	Support Local Taskforces	Fact Sheet		NEW: Domestic Violence as in Needham. Fact Sheet.		Adult Protective Services	Director of Training and Technical Assistance	
35	Training and Capacity Building	Build a SW Intern and SW Staff Development Process	No cost		NEW: Explore how to recruit many social work students as interns along with a method for providing a clinical supervisory with an MSW to provide necessary supervision		Bridgewater State University; Elder Affairs	Director of Training and Technical Assistance	
36	Training and Capacity Building	Promote Staff Certification	No cost		EXISTING Non-SIG: Through a mentored program candidates develop a portfolio that demonstrates abilities. Portfolios are then reviewed by internal and external examiners.	Membership Dues, Application Fee		Director of Training and Technical Assistance	
37	Training and Capacity Building	Fee for National Accreditation	Plan		NEW: Pay fee for COAs to pursue national senior center accreditation from NCOA with support from MCOA staff; first, work with NISC to gather updated materials and revisit with membership.		NISC	Director of Training and Technical Assistance	
38	Training and Capacity Building	Targeted Outreach to Specific COAs	Ongoing		EXISTING and NEW: The Director of Training and Technical Assistance will target for assistance new Directors, COAs that returned Formula Grant funds, isolated COAs (those that do not participate in MCOA/EOEA activities), those COAs that received earmarked funding, and with any COA that is not able to 'start spending' after GAA.			Director of Training and Technical Assistance	
39	Training and Capacity Building	Kathy's File Cabinet	No cost		EXISTING: Members respond to weekly requests for information, including examples of surveys, job descriptions, reports, forms, policies and procedures as resources for their peers and are posted on website			Director of Training and Technical Assistance	
40	Training and Capacity Building	Support Local Taskforces	On Hold		NEW: Financial Abuse Taskforce (community outreach and education) in Arlington with GBLS. Fact sheet. Consider supporting costs of \$2,000/town to host up to 5 community training forums.(See FAST Teams)		Greater Boston Legal Services (model founder); district attorneys; police chiefs; US Postal Service.	Director of Training and Technical Assistance	
41	Outreach	Welcoming Place for All	\$ 50,000.00		EXISTING: Prepare training for all COAs on how to make centers welcoming places for all older adults. Work with the Multi-Cultural Alliance (MCA) to develop cultural competency curriculum. Under way now: training, videos, manuals/best practices; revising budget with MCA now.		MCA, Fenway Institute,	Director of Training and Technical Assistance	
42	Outreach	Diversity Grants for Regionalized Senior Centers	Plan		NEW: Thru the Welcoming Place for All initiative, distribute one time only grants to senior centers to develop and implement pilot programs for targeted underserved populations.			Director of Training and Technical Assistance	

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43	Outreach	Bridges Together	\$ 58,000.00		EXISTING: 1-day training boot camps, program networking and development opportunities, program inventory, continuation.		Bridges Together	Director of Training and Technical Assistance	
44	Outreach	Marketing Campaign to Stakeholders about Mission of COAs	\$ 15,000.00		NEW: Develop campaign to reach policymakers, public, and funders, to inform all of the broad service array provided at COAs to meet the needs of older adults. Revised: MCOA underestimated the cost of this project and now seeks additional funding.			Director of Training and Technical Assistance	
45	Outreach	Comprehensive Membership Survey	\$ 60,000.00		NEW: Need to conduct a comprehensive membership survey that specifies what services and programs are currently being conducted, what staffing patterns exist and current budget levels of all COAs.	Voted by Advisory Council July 16, 2015 to add to FY16 SIG request	UMASS Boston	Executive Director	
46	Outreach	Healthy Aging Motivational Video	TBD		NEW: Develop a video to describe ways older adults can take charge of their health and have a better quality of life by adopting lifestyle changes and engaging in some of our health promotion programs.			Executive Director	
47	Outreach	Senior Center Promotional Video	TBD		NEW: Develop a promotional video describing the opportunities and programs at your local senior center			Executive Director	
48	Charity	Promote Annual Campaign Statewide to "Give Back" to our communities	No cost		EXISTING: Encourage municipal COAs to participate in our statewide Charity Campaign.		FY13 Tornado Relief Alzheimer's	Director of Training and Technical Assistance	
49	MCOA Operations	Staff	\$ 250,000.00		EXISTING: MCOA Staffing to Implement Priorities: Director of Technical Assistance and Training and Director of Special Projects; plus 1/4 of communications and grants management staff. Revised: Recently audited figures indicate that the Office Staff/ Grants Manager position spent additional hours monitoring the 75+ sub grants. Additional allocation is needed to ensure all moneys are being spent effectively and in accordance with grant guidelines. We anticipate up to 150 subgrants if this plan is approved.			Executive Director	
50	Outreach	A second Director of Training and Technical Assistance	\$ 50,000.00	\$ 5,000.00	NEW: Increased workload warrants second position beginning January 2016	Voted by Advisory Council July 16, 2015 to add to FY16 SIG request		Executive Director	
53	TOTAL FY16 Final		\$ 831,000.00		Recalculated Version Verbal Approval 10.29.15				