

## **Volunteer Respite Consortium Information and Proposed Workplan**

**Major Objective:** Enhance and increase the provision of direct services by trained respite providers and volunteers.

**Key Task:** Build capacity of volunteer respite providers through a volunteer respite consortium.

**Other Specification in Grant:** network/consortium to be modeled after the Jewish Family and Children's Service Percolator Memory Café Network. Components of that network include:

- Development of toolkit which includes:
  - Sharing info about how to start, sustain and evaluate the program
  - Tips for respite with special populations
  - Norms and standards for programs
  - Downloadable resources, flyers, templates related to starting and operating program
  - Links to resources
- Creation of web page on JFCS web site which includes:
  - Toolkit described above
  - Program history, description
  - Email distribution list sign-up
  - Directory of programs in the state

**NC Lifespan Respite Project Definition of Respite:** Respite is a break for unpaid caregivers who provide ongoing care for an individual of any age who needs help, care or supervision due to disability, chronic condition or other special needs. Respite is intended to provide relief to the caregiver.

## Volunteer Respite Consortium Proposed Workplan

### Year 1

Key Tasks	Lead
<ul style="list-style-type: none"> <li>• Solicit leadership for a Volunteer Respite Consortium</li> </ul>	<ul style="list-style-type: none"> <li>• DAAS Lifespan Respite Staff</li> </ul>

### Year 2

Key Tasks	Lead
<ul style="list-style-type: none"> <li>• Complete a contractual agreement (1<sup>st</sup> quarter of Year 2)</li> <li>• Develop a Logic Model draft</li> <li>• Develop small group of organizations to form a steering committee for the development of a consortium (4 or 5 organizations, including contractor)</li> <li>• Identify organizations to participate in Consortium</li> <li>• Invite organizations</li> <li>• Create and administer a short survey to gather information on current capacity of volunteer respite and to determine areas of need and growth</li> <li>• Hold kick-off meeting (virtual)</li> <li>• Finalize Logic Model</li> <li>• Set calendar for year— at least 2 meetings (1 in-person, if possible)</li> <li>• Host virtual Lunch and Learns so that members of Consortium can:               <ul style="list-style-type: none"> <li>○ receive training from successful peers</li> <li>○ learn about program updates and funding opportunities</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• DAAS</li> <li>• Contractor and DAAS</li>   <li>• Contractor/Steering Committee</li>   <li>• Contractor</li> <li>• Contractor/Consortium</li>   <li>• Contractor</li> </ul>

<ul style="list-style-type: none"> <li>○ learn about best practices and lessons learned</li> <li>○ participate in forums to address operational concerns</li> <li>● Provide periodic updates to Lifespan Respite State Advisory Team (target first update for fall 2021 meeting or winter 2022 meeting)</li> <li>● Adopt web presence strategies and determine content</li> <li>● Conduct contractor monitoring visit</li> </ul>	<ul style="list-style-type: none"> <li>● Contractor</li> <li>● Contractor/Consortium</li> <li>● DAAS Lifespan Respite Staff</li> </ul>
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### Year 3

Key Tasks	Lead
<ul style="list-style-type: none"> <li>● Strengthen existing network, identify and invite new members</li> <li>● Review Logic Model</li> <li>● Set calendar: two virtual/conference call meetings per year</li> <li>● Plan agenda and coordinate in-person training</li> <li>● Develop toolkit to include: <ul style="list-style-type: none"> <li>○ Sharing info about how to start, sustain and evaluate a program</li> <li>○ Tips for respite with special populations</li> <li>○ Norms and standards for programs</li> <li>○ Downloadable resources, flyers, templates related to starting and operating program</li> <li>○ Links to resources</li> </ul> </li> <li>● Conduct contractor monitoring visit</li> </ul>	<ul style="list-style-type: none"> <li>● Contractor/Steering Committee</li> <li>● Contractor/Consortium</li> <li>● Contractor</li> <li>● DAAS Lifespan Respite Staff</li> </ul>