

**Lifespan Respite Technical Assistance Center  
Project Work Plan Summary, Year 1 Updated  
August 1, 2015 – July 31, 2016**

**Goal:** To develop and enhance the competence, capability and effectiveness of Lifespan Respite grantees, their partners, and the respite network to ensure respite care is responsive to family caregivers of individuals of all ages and disabilities.

✓ = Completed Task/Event

Objectives	Key Tasks	Activity Status
<p><b>1. Advance the practice and delivery of sustainable, integrated, and high quality respite serving all ages and special needs populations through tools, information dissemination, training, and technical assistance.</b></p>	<p><b>Individual technical assistance.</b> Respond to telephone, email or mail requests.</p>	<p><b>Ongoing</b></p>
	<p><b>Training/TA Needs assessment of lifespan respite networks.</b> Conduct annually to determine technical assistance and training needs.</p>	<p>✓ <b>Completed annually</b></p>
	<p><b>ARCH Quick News Update.</b> Research, write and disseminate e-newsletter monthly to lifespan respite networks on timely news related to best practices, new research findings and reports, data sources, funding and policy issues related to respite, family caregiving, disability and aging issues.</p>	<p><b>Produced monthly.</b> For archived copies, click <a href="#">here</a>.</p>
	<p><b>Fact Sheets.</b> Research and develop fact sheets (at least one annually) on topics to be determined from training/TA needs assessment, work plan objectives, TA requests.</p>	<p><b>Respite for Military Families – Consumer Focused</b> – <i>in draft for the Elizabeth Dole Foundation</i></p>

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	<p><b>Webinars.</b> Prepare content and hold two webinars annually using key experts in the field of lifespan respite on topics to be determined from training/TA needs assessment, work plan objectives, TA requests.</p>	<p>✓ <b>February 24, 2016</b> – <i>Status of Grandfamilies, 2015, with a focus on respite needs of this population and model responses.</i> Speakers: Jaia Lent, Generations United and invited guests  <a href="#">Archived Webinar</a></p> <p>✓ <b>May 25, 2016</b> - <i>TimeBanking for Respite: An Innovative and Socially Just Approach to Supporting Family Caregivers.</i> Speakers: Edgar Cahn and Chris Gray, TimeBanks, USA. <a href="#">Archived Webinar</a></p>
	<p><b>Networking Opportunities</b> within states and among states through <b>topical conference calls</b> for Lifespan Respite grantees and partners at 4-6 times a year.</p>	<p><b>Lifespan Respite Grantee and Partner Conference Calls:</b></p> <p>✓ <b>January 27</b> – <i>Including diverse stakeholders in Lifespan Respite.</i> Guest Speakers: Bernadette Mauro, Christopher &amp; Dana Reeve Foundation Paralysis Resource Center; Laura Weidner, National MS Society, and Ashley Kenneth, National MS Society and Virginia Caregiver Coalition</p> <p>✓ <b>March 30</b> - <i>Opportunities from the Corporation for National and Community Service (CNCS) to Expand and Support Respite.</i> Guest Speakers: Jennifer Abernathy, TN Respite Coalition; Robin Corindo, Tennessee State Program Director for CNCS; Kelle Sweeney, Friends in Action, Boise, ID; Felicia Anfuso, NH Lifespan Respite Coalition and AmeriCorps VISTA Member.</p>

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		<p>✓ <b>May 25</b> – See Webinar on Timebanking above</p> <p>✓ <b>July 13</b> - (Topic TBD)</p> <p>✓ <b>November 9</b> - (Topic TBD)</p> <p>For archived recorded calls and resources, click <a href="#">here</a>.</p>
	<p><b>On-site state training events.</b>            Hold ARCH-sponsored Lifespan Respite Summits in at least 2 states. Assist with or speak at additional State conferences or other respite focused events.</p>	<p><b>Upcoming 2016 ARCH-sponsored State Lifespan Respite Summits</b></p> <p>✓ <b>February 5, 2016</b>, Jackson, MS (potential new state)</p> <ul style="list-style-type: none"> <li>• <b>June 7, 2016</b>, Marlborough, MA (current grantee) Proceeded without ARCH sponsorship</li> </ul> <p><b>ARCH participation in other state respite events:</b></p> <p>✓ <b>Pennsylvania, September 7-9, 2015:</b> <i>Community Forum for Respite Awareness Week, Pittsburgh; and Sustainability TA for PA TakeFive Respite Volunteer Initiatives, Harrisburg and Pittsburgh, PA</i></p> <p>✓ <b>Iowa, November 10, 2015:</b> Iowa Lifespan Respite Conference, Lifespan Respite Coalition/grantee, <i>Keynote</i>, Ankeny, IA</p> <p>✓ <b>Maryland, December 4, 2015:</b> <i>Building Respite Capacity in Maryland, MD Caregivers Coordinating Council, Keynote</i>, Baltimore, MD</p> <p>✓ <b>Maryland, April 5, 2015:</b> <i>ARCH Resources</i>, Maryland National</p>

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		<p>Family Caregivers Support Program Coordinators, Annapolis, MD</p> <p>✓ <b>Oregon, April 15, 2016:</b> AARP Respite Summit, Keynote, Portland, OR</p>
	<p><b>National conferences and webinar training sessions</b> at national lifespan respite conference with Lifespan Respite track, Grantee/Partner Learning Symposiums, and other professional national conferences, webinars, and state events.</p>	<p><b>2016 National Lifespan Respite Conference and Lifespan Respite Grantee Partner Learning Symposium, Denver, CO, September 20-23, 2016</b></p> <p><b>National/International Held:</b></p> <p>✓ <b>2015 Learning Symposium for Lifespan Respite Grantees and Partners</b>, August 31, 2015, Washington, DC <a href="#">Highlights</a></p> <p>✓ <b>NIA, ACL, CDC Webinar: Caregivers Supporting People with Dementia: New Research and Technology</b>, ARCH PPT, <i>Building an Evidence-base for Respite – New Research Directions</i>, November 17, 2015</p> <p>✓ <b>United Cerebral Palsy Teleconference Presentation</b> for State Affiliates, National Respite Policy, December 10, 2015</p> <p>✓ <b>National Jewish Disability Network (JDN) Teleconference Presentation</b>, National Respite Policy, January 5, 2016</p> <p>✓ <b>National Alliance for Caregiving (NAC) Teleconference</b>. Presentation to Caregiver Coalitions, ARCH Resources, February 11, 2016</p>

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		<ul style="list-style-type: none"> <li>✓ <b>American Society on Aging Mtg, <i>Creating an Evidence-Base for Respite: Recommendations from the Expert Panel on Respite Research</i>, March 21, 2016</b> with Sue Peschin, Alliance for Aging Research and Expert Panel on Respite Research member.</li> <li>✓ <b>ACL Regions V and VII, SUA Caregiver Coordinators Teleconference, <i>ARCH Resources</i>, April 11, 2016</b></li> </ul>
	<p><b>National Respite Locator Service (NRLS).</b> Expand and keep current database and funding/eligibility information and maximize visitation and search engine capabilities.</p>	<p><b>Ongoing</b></p>
	<p><b>State respite registry development.</b> Determine state needs and provide resources and assistance.</p>	<p><b>Ongoing</b></p>
<p><b>2. Assure Lifespan Respite grantees work with a broad range of stakeholders from across the age and disability spectrum and from additional untapped public, private and corporate sectors in state planning and program design and development.</b></p>	<p><b>Tools, Messaging to Increase Stakeholder Involvement in Lifespan Respite activities.</b></p>	<p><b>Ongoing</b></p>
	<p><b>Respite Messaging Materials and Resources.</b> Finalize work of Respite Messaging Group to develop a package of national marketing materials promoting a respite educational message to be used or adapted by State Lifespan Respite grantees and partners</p>	<ul style="list-style-type: none"> <li>✓ Ongoing meetings of ARCH Messaging Group</li> <li>✓ Development and distribution of <a href="#">Respite TV Billboard</a> that can be adapted for state use.</li> </ul> <p>Exploring next steps with communications experts at the University of Pittsburgh</p>

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	<p><b>Identify special populations and stakeholder groups and their respite needs</b> (e.g. employers, organizations that work with cultural and ethnic minorities, the LGBT population, military families, adults with intellectual and developmental disabilities, individuals with mental health issues) (years 1-4).</p>	<p>See Lifespan Respite grantee/partner teleconferences above for discussions of recommended stakeholder groups.</p>
	<p><b>Tools for Collaboration:</b> Update training materials, including fact sheet and webinar (years 2 and 3)</p>	
	<p><b>Checklist:</b> Develop a generalized user-friendly step-by-step checklist or infographic for identifying, recruiting and retaining new partners (year 2).</p>	
	<p><b>Information Sheets/Infographics:</b> Develop one-page info sheets or infographics that provide suggested messaging or approaches for successful outreach to identified specific populations of stakeholders as needed (years 3-5).</p>	
<p><b>3. Support long-term capacities and sustainability of lifespan respite programs, activities and/or state respite coalitions.</b></p>	<p><b>Develop New Sustainability Tools on Lessons Learned</b></p> <p><b>Checklist:</b> Pull lessons learned from final qualitative evaluation of Exemplar States' Sustainability Planning Process to develop itemized checklist (year 1).</p> <p><b>Post State Sustainability Plans and Documents on Website:</b> Collect and post states' sustainability plans and related planning documents and worksheets on ARCH website (ongoing).</p>	<p><b>Checklist in draft</b></p>

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	<p><b>Update Respite funding/financing documents</b> (year 3-5).</p>	
	<p><b>Form a Sustainability Planning Learning Collaborative</b> and facilitate networking teleconferences to foster peer-to-peer exchange between Learning Collaborative leadership who successfully completed the sustainability planning process and the rest of the grantee network (years 1-5).</p>	<p><b>In planning stage</b></p>
<p><b>4. Identify and disseminate Lifespan Respite Best Practices</b></p>	<p><b>Matrix Development.</b> With grantees' permission, final grantee reports will be reviewed for major systems change and direct service delivery activities, associated outcomes, and any resulting data demonstrating success. This information will be compiled in a matrix (years 1 and 2).</p>	<p><b>In planning stage</b></p>
	<p><b>Develop Best Practices Document.</b> Inclusion criteria will be developed to select lifespan respite best practices from the matrix. A report of Lifespan Respite Best Practices will be developed and disseminated widely (years 3 and 4)</p>	
<p><b>5. In collaboration with ACL, plan and carry out strategies to collect, synthesize, disseminate and stimulate research in the field of respite and family caregiver support.</b></p>	<p><b>Form Respite Research Funding Consortium.</b> Identify funders and obtain commitments (year 1).</p>	<p>✓ <b>Possible funders</b> identified</p> <p>✓ <b>Prospectus</b> for Respite Research Funding Consortium finalized and sent with report and cover letter to potential funders.</p>

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	<p><b>Develop, Disseminate Request for Proposals.</b> TA Center will work with funding consortium members, the Rosalynn Carter Institute for Caregiving and the Family Support Research and Training Center (FS-RTC), to develop a collaborative request for proposals (RFP) using research framework developed by the Expert Panel on Respite Research (year 2). Through the Funding Consortium, disseminate RFP, review proposals, make selections, and fund 2-year respite research projects (year 2).</p>	
	<p><b>Respite Research Summit.</b> The Funding Consortium, with assistance from the TA Center, will fund and convene a summit of the researchers and funders to review initial findings, discuss practice and policy implications of the findings, and explore interest among the funders to continue the respite research initiative (year 5). Summary report of summit will be developed.</p>	
<p><b>6. Provide resources to address how respite can support families in the development of their own natural supports.</b></p>	<p><b>Phase I. Development of <a href="#">LifeCourse Tools</a> for Assessing Respite Natural Supports</b></p> <p>In collaboration with the <b>National Community of Practice on Supports to Families (CoP)</b> [National Association of State Directors of Developmental Disabilities Services (NASDDDS) and University of Missouri-Kansas City Institute for Human Development (UMKC-IHD)], workgroup will be formed to develop tools and provide feedback on LifeCourse Integrated Respite Strategies (year 1).</p>	<p>✓ <b>Advisory workgroup formed.</b> Group composed of Lifespan Respite grantees and state respite coalition members who volunteered.</p> <p>✓ <b>First teleconference, April 26, 2016</b> for project overview and distribution of first LifeCourse tool to be reviewed by workgroup to adapt for respite.</p> <p><b>2<sup>nd</sup> call will be held in July 8 to review first draft of a LifeCourse Tool for Respite.</b></p>



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	<p><b>Phase II: Training for State Lifespan Respite Grantees and Partners.</b> Through webinars and teleconferences, Lifespan Respite Network will be trained on the purpose and use of the developed tools. Feedback will be used to modify tools. (year 2)</p>	
	<p><b>Phase III. Broad dissemination strategy</b> for LifeCourse training tools will be undertaken jointly by CoP and TA Center. (years 2 and 3)</p>	

*June 2016*