

**Lifespan Respite Technical Assistance Center  
Project Work Plan Summary, Year 5  
August 1, 2019 – July 31, 2020**

**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
- = Underway or in development

Objectives	Key Tasks	Activity Status
<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>	<b>Individual technical assistance.</b> Respond to telephone, email or mail requests.	<b>Ongoing</b>
	<b>Training/TA Needs assessment of lifespan respite networks.</b> Conduct annually to determine technical assistance and training needs.	✓ <a href="#">2018 Training and Technical Assistance Needs Assessments Results</a>
	<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, and policy issues related to respite, family caregiving, disability and aging issues.	<b>Produced monthly.</b> For archived copies, click <a href="#">here</a> .
	<b>Update Lifespan Respite 101 and other Training Materials</b>	• <b>Volunteer Respite Manual –</b> final draft in review
	<b>Fact Sheets.</b> Research and develop fact sheets (at least one annually) on topics to be determined from training/TA	<b>9 Steps to Respite - Consumer Focused Fact Sheets</b> <a href="https://archrespite.org/consumer-">https://archrespite.org/consumer-</a>

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	needs assessment, work plan objectives, TA requests.	<p><a href="#">information/family-caregiver-fact-sheets</a></p> <ul style="list-style-type: none"> <li>✓ <i>Respite for Military Families</i></li> <li>✓ <i>Respite for Caregivers of Individuals with Dementia</i></li> <li>✓ <i>Respite for Caregivers of Persons with I/DD</i></li> <li>✓ <i>Respite for GrandFamilies</i></li> </ul> <p><b>Fact Sheets targeted to professionals (<a href="#">posted here</a>)</b></p> <ul style="list-style-type: none"> <li>✓ <i>Respite for Adoptive Families</i></li> <li>✓ <i>Crisis Nurseries as Respite for Families at Risk of Abuse or Neglect</i></li> <li>• <i>Adult Day Services – draft in development</i></li> </ul>
	<b>Innovative and Exemplary Respite Services</b>	<p><b>2019 Innovative and Exemplary Respite Services</b></p> <ul style="list-style-type: none"> <li>✓ Application widely disseminated in 2018-19 and 13 services recognized as exemplary and innovative. See <a href="#">description of services</a>.</li> </ul> <p><b>2020 Innovative and Exemplary Respite Services</b></p> <ul style="list-style-type: none"> <li>✓ Inclusion criteria refined and application modified to reflect changes.</li> <li>✓ 2020 <a href="#">application</a> disseminated. Currently in circulation.</li> <li>• Review and selection expected Spring 2020</li> </ul>

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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>2018-2019 Webinars (<a href="#">Archived webinars</a>):</b></p> <ul style="list-style-type: none"> <li>✓ <i>State Respite Legislation -- Advancing Respite for Family Caregivers</i></li> <li>✓ <i>Tools for Employer Engagement in Respite and Caregiver Support</i></li> <li>✓ <i>Veteran Directed Care</i></li> <li>✓ <i>Person-Centered Thinking, Planning and Practices for Respite</i></li> <li>✓ <i>Cost Analysis for Respite</i></li> <li>✓ <i>Business Acumen</i></li> <li>✓ <i>Home Care Worker Cooperatives</i></li> <li>✓ <i>Volunteer Respite Implementation from Recruitment to Matching</i></li> <li>✓ <i>Assistive Technology Update from ACL</i></li> <li>✓ <i>No Wrong Door and Lifespan Respite: A shared vision.</i></li> </ul>
	<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 (<a href="#">Recorded call archives</a>):</b></p> <ul style="list-style-type: none"> <li>✓ <i>May 16, 2018, The Nuts and Bolts of Voucher Respite</i></li> <li>✓ <i>July 18, 2018, Looking Beyond Federal Funding, Examples of State Funding for Respite</i></li> <li>✓ <i>September 26, 2018. Child Welfare and Public and Private Child Abuse</i></li> </ul>

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		<p><i>Prevention Programs that Support Kinship Care Providers and other At-risk Families, September 26, 2018</i></p> <p><b>Voucher Learning Collaborative (<a href="#">Archived calls/webinars</a>)</b></p> <ul style="list-style-type: none"> <li>✓ Peer-learning calls, planned and facilitated by Learning Collaborative leaders from the network held quarterly.</li> <li>✓ Developed and disseminated survey on implementation of state voucher respite programs. <a href="#">Survey Results.</a></li> </ul>
	<p><b>On-site state training events.</b> Hold ARCH-sponsored Lifespan Respite Summits in at least 2 states.</p>	<p><b>2018 ARCH-sponsored State Lifespan Respite Summits</b></p> <ul style="list-style-type: none"> <li>✓ May 23, 2018 – Nashville, TN</li> <li>✓ June 13, 2018 – Madison, WI</li> <li>✓ Oct 18, 2018 – Albany, NY</li> </ul> <p><b>2019 ARCH-sponsored State Lifespan Respite Summits</b></p> <ul style="list-style-type: none"> <li>✓ June 18, 2019, Bismarck, ND</li> <li>✓ July 30, 2019, Coeur d’Alene, ID</li> </ul> <p><a href="#">Archived Highlights</a></p>
	<p><b>ARCH participation in conferences, ARCH National Lifespan Respite Conference</b> with Lifespan Respite track, Grantee/Partner Learning Symposiums, and other professional national conferences, webinars, and state events.</p>	<p><b>National/International:</b></p> <ul style="list-style-type: none"> <li>• Co-hosting <b>International Short Break Conference</b>, Madison, WI, June 16-19, 2020</li> <li>• <b>Lifespan Respite Grantee and Partner Learning Symposium</b>, Madison, WI, June 16, 2020.</li> <li>✓ <b>51st Annual Autism Society National Conference, July 10, 2019, Bethesda, MD.</b> ARCH</li> </ul>

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		<p>PPT presentation, <i>Lifespan Respite Care Program</i></p> <ul style="list-style-type: none"> <li>✓ <b>2019-2020 Health and Aging Policy Fellows Symposium - Aging Policy: What's New, What's Next, What's Possible?, June 6, 2019, Washington, DC.</b> ARCH PPT presentation, <i>Respite Care - Supporting Families and Communities Caring for Older Americans</i></li> <li>✓ <b>National Lifespan Respite Conference, Buffalo, NY, May 1-2, 2019</b></li> <li>✓ <b>Lifespan Respite Grantee and Partner Learning Symposium, Buffalo, NY, April 30, 2019</b></li> <li>✓ <b>Center for Health Care Strategies Convening, <i>Helping States Support Families Caring for an Aging America, Washington, D.C., January 10, 2019.</i></b> PPT Presentation, <i>Respite Care Innovations</i></li> <li>✓ <b>International Short Break Association (ISBA) Conference, Reykjavik, Iceland, October 8-11, 2018.</b> ARCH PPT Presentation, <i>Co-creating a Culture of Evidence-based Respite Care through an International Knowledge Exchange.</i></li> <li>✓ <b>NASUAD HCBS Conference, Baltimore, MD, Aug 28, 2018.</b> PPT Presentation, <i>No Wrong Door and Lifespan Respite: Sharing a Vision for Connecting Individuals and their Family Caregivers to Services</i></li> </ul>

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		<p><b>State Events</b></p> <ul style="list-style-type: none"> <li>✓ <b>Charter Members of the Respite Coalition of Saipan, Northern Mariana Islands,</b> Conference Call, April 2, 2018.</li> <li>✓ <b>Idaho Family Caregiver Alliance Community Respite Project workgroup,</b> Conference Call, April 4, 2018</li> <li>✓ <b>20<sup>th</sup> Anniversary of the Pennsylvania Alliance for Respite Care in conjunction with PA Respite Awareness Day</b> ARCH Video presentation, October 15, 2018.</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>Postponed</b></p>

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	<p><b>Tools for Collaboration.</b> Update training materials, including fact sheet and webinar.</p>	<p>✓ All activities completed prior to year 4.</p>
	<p><b>Checklist.</b> Develop a generalized user-friendly step-by-step checklist or infographic for identifying, recruiting and retaining new partners.</p>	<p>✓ <b>Completed in Yr. 2.</b>  <a href="#">Infographic: What's the Key Ingredient for a Successful, Sustainable Coalition?</a></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.</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>Update Respite funding/financing documents</b> (years 4-5).</p>	<p>✓ <b>Completed in Yr. 2.</b>  <a href="#">Sustaining Lifespan Respite Systems: Lessons Learned and Practical Applications with a Checklist for Success</a></p> <p>Ongoing</p> <p>✓ <a href="#">Financing Strategies Matrix for Lifespan Respite Programs and State Respite Coalitions</a></p> <p>✓ <a href="#">Medicaid Waivers that Pay for Respite</a>, Third Update Completed Dec 2019 and disseminated Jan 2020.</p> <ul style="list-style-type: none"> <li>• <b>Federal Funding Opportunities for Respite</b>, 3<sup>rd</sup> Update in final draft in review.</li> </ul>

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	<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.</p>	<p><b>Sustainability Learning Collaborative</b></p> <p>Resources archived at <a href="https://lifespanrespite.wildapricot.org/Learning_Collaborative">https://lifespanrespite.wildapricot.org/Learning_Collaborative</a></p> <ul style="list-style-type: none"> <li>✓ <b>Learning Collaborative</b> meets quarterly on general issues related to sustainability.</li> <li>✓ <b>Sustainability Planning Workgroup.</b> Formed a smaller work group to focus on sustainability planning and writing the Sustainability Plan. Meets monthly.</li> </ul>
<p><b>4. Identify and disseminate Lifespan Respite Best Practices</b></p>	<p><b>Matrix Development.</b> With grantees' permission, final grantee reports were reviewed for systems change and direct service delivery activities, associated outcomes, and any data demonstrating success. This information was summarized in state fact sheets.</p>	<ul style="list-style-type: none"> <li>✓ <a href="#">Compendium of State Lifespan Respite Grantee Activities</a></li> </ul>
	<p><b>Develop Lifespan Respite Best Practices Document.</b> Inclusion criteria will be developed to select lifespan respite best practices from the state summaries. A report of Lifespan Respite Best Practices will be developed and disseminated widely (year 5)</p>	<p><b>Underway</b></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 Consortium.</b> Identify funders and obtain commitments.</p>	<ul style="list-style-type: none"> <li>• <b>Continued Recruitment of Interested Funders and Researchers:</b> ongoing</li> </ul>



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		<ul style="list-style-type: none"> <li>✓ Update of <b>Annotated Bibliography</b></li> </ul>
	<p><b>New respite research will be initiated</b> using research framework developed by the Expert Panel on Respite Research.</p>	<ul style="list-style-type: none"> <li>✓ <b>Funding Research:</b> Health Foundation of Western and Central New York announced research award. Research underway.</li> <li>• <b>Bring Researchers into the Research Consortium:</b> Continue to link researchers willing to develop research proposals using Expert Panel framework with funders who have already expressed interest in respite research.</li> <li>• <b>Quarterly Updates to Research Consortium - ongoing</b></li> </ul>
	<p><b>Respite Research Summit.</b> The Research Consortium, with assistance from the TA Center, will fund and convene a summit of 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>	<ul style="list-style-type: none"> <li>• <b>Respite Research Summit - Planning Underway.</b> Summit to be held in conjunction with International Respite Conference, Madison, WI, June 19, 2020. <a href="#">Registration Open</a>.</li> <li>• <b>Potential Speakers Identified and Preliminary Agenda</b> developed.</li> </ul>
<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</p>	<ul style="list-style-type: none"> <li>✓ <b>Field Testing of Tools, August – Sept 2017.</b> Tools refined for final release.</li> <li>✓ <b>Final <i>Charting the LifeCourse Respite Tools</i></b> released at National Lifespan</li> </ul>

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	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.	Respite Conference in <b>October 2017</b> . <a href="http://www.lifecoursetools.com/respite/">http://www.lifecoursetools.com/respite/</a> <a href="https://archrespite.org/consumer-information/lifecourse-tools-for-respite">https://archrespite.org/consumer-information/lifecourse-tools-for-respite</a>
	<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.	<ul style="list-style-type: none"> <li>✓ <b>Training Webinar</b> held for Respite Network on using the final tools most effectively, December 7, 2017</li> <li>✓ <b>Training session</b> at the 2017 National Lifespan Respite Conference in Huntsville, AL</li> </ul>
	<b>Phase III. Broad dissemination strategy</b> for LifeCourse training tools will be undertaken jointly by CoP and TA Center.	<p><b>Year 5 Activities</b></p> <ul style="list-style-type: none"> <li>• Two webinars planned this project year with National Community of Practice on Supporting Families at the U of MO. 1<sup>st</sup> webinar planned for February 19, 2020 that will highlight examples of successful use of the tools.</li> </ul>

January 2020