

# Implementation Plan

Building a cognitive reserve The implementation outlined below is for the toolkit and small group aspects of the Mental Fitness Program. Additional activities will be necessary once decisions have been made about how to conduct statewide program planned by AARP and DSAAPD.

December 2007\_• Select program name\_• Complete assembling sample toolkit\_• Identify prospective sites where toolkits can be used:\_• Senior centers\_• Libraries\_• Community centers/community organizations\_• Develop volunteer recruitment plan (leadership, facilitators – could include program staff from sites where program will be implemented)\_• Continue planning for Food for Thought programs\_• Specific programs (including speakers)\_• Dates\_• Meals\_• Sites\_• Continue planning for Maintain Your Brain programs\_• Dates\_• Sites

January 2008\_• Finalize arrangements with participating sites\_• Assemble toolkits for participating sites\_• Order materials for the Maintain Your Brain programs that have been arranged\_• Recruit volunteers\_• Develop assessment plan for each type of program (i.e., toolkit use, Food for Thought and Maintain Your Brain), which will evaluate potential outcomes (review evidence-based programs from NCOA and AoA and their measurement techniques)\_• Design and implement promotion plan (may be done with Life Options Fair publicity, separately or both)\_• Brochure\_• Press releases\_• Wider Horizons\_• Radio PSA's\_• Plan volunteer orientation

February 2008\_• Conduct volunteer orientation (early in month)\_• Continue promotion\_• Provide workshops at Life Options Fair for Maintain Your Brain and mental fitness activities (roll out of toolkits); pilot use of the assessment tool\_• Obtain feedback from volunteers and participants to supplement assessment tool

March 2008\_• Implement Food for Thought program at Newark Senior Center\_• Implement toolkit programs at identified sites using volunteers\_• Review results from evaluation conducted at Life Options Fair; tweak programs as needed

Second Quarter 2008\_• Continue program schedule as defined previously\_• Develop a mechanism for regular feedback from leadership/volunteers\_• Develop schedule for planning group (us!) to process results