

AAAPP 2022 Strategic Planning Calendar

ACTIVITY

SCHEDULE

January

- **Steering Committee Face to Face Agenda Conference – Charlie, Ann Marie & Nina** *1/14/22 @ 9:30 am*
- **Final “2018 Strategic Plan Results and Evaluation”** document prepared by staff.
 - Includes bulleted “IMPACT” summary of 2018 plan outcomes
- **Consultant reviews “ Results/Evaluation & IMPACT” report**
- **Staff Input Mtg:** *1/21/22*
 - ED facilitates Staff consensus-building, Consultant provides input and materials
 - Celebrate/assess the 2018 plan accomplishments, identify 2018 plan elements for consideration during the 2022 planning process, do new SWOT for 2022.
- **Steering Committee Teams Meeting #1** (before February Board meeting) *1/26/22 @2:30 pm*
 - Review 2018 Plan Results/Assessment – accomplishments & things to carry over to 2022
 - Discuss/Finalize planning process, timelines and desired outcomes

February

- **Board Meeting – February 14th** *2/14/22 @ 9:30 am*
 - Consultant leads discussion re 2018 Plan Results Summary
 - Steering Committee Report on 2022 Plan process, timelines, etc.
- **External Environmental/Competitive Scan and Leadership SWOT**
 - Staff conducts/consolidates research re demographic trends/gaps in services/ needs analysis (include Area Plan unmet needs, COSOA 2019 Pre-Covid data).
 - Consultant drafts Board/Volunteer Leadership Survey/SWOT (with input from ED) using an online survey

March

- **Steering Committee Teams Meeting #2** - Review needs/gap analysis, retreat #1 materials & agendas *3/3/22@2.30pm*
- **Planning Retreat Facilitation #1**
 - Mission accomplishment review
 - Needs analysis presentation and consensus on course for meeting priority needs and issues to be addressed by 2022 Plan (based on Environmental Scan and SWOT (Key data from: demographic trends, SWOTs from Board, Auxiliary, & select clients, staff focus group, agency partners, 2018 plan carryover, Area Plan unmet needs, COSOA (2019 Pre-Covid data).
 - Initial Goals drafted
 - ID additional info needed for retreat #2 especially resources needed

April

- **Planning Retreat Facilitation #2**
 - Consensus on priority goals, timeframes - resources and action needed for each
 - Discuss strategies for each goal and resources needed
 - ID additional info needed for session #3

AAAPP 2022 Strategic Planning Calendar

ACTIVITY

SCHEDULE

April - *continued*

- **Steering Committee Teams Meeting #3**
 - Review of results to date
 - Finalize next steps and process for implementation planning, monitoring and revising
 - Set up Steering Committee Meeting schedule for ongoing monitoring

May

- **Planning Retreat Facilitation #3**
 - Finalize goals, strategies, and activities needed for each strategy with target deadlines
 - Establish a plan for monitoring, reviewing and revising
 - Consensus on resource development, “Case for Support” and Board activities to support philanthropic revenue development.

June/July

- **The final written plan is drafted**
- **Board Champions and Staff set meeting schedules**

August

- **Board Review/Adoption of Strategic Plan^h**
 - Adoption of 2022 Plan
 - Consensus on schedule/process for reporting, review and revision of the plan
- **Board Chairs & Staff Leadership start meeting** to develop detailed implementation “work plans” - for each objective/goal based on planning outcomes.

8/15/22 @ 9:30 am

ONGOING - *Client Responsible is for Implementation and Monitoring*

- **Monitoring progress towards goal achievement**
- **Reporting on plan progress and revisions as needed**