

DD Council 5-Year Plan TA Brief

Rationale for Goal Selection

#6 - Part D



Goals and Needs

Often, identified needs exceed Council resources.

It is essential that Councils prioritize their work.

An explanation of how the Council prioritized the goals to be addressed in the five-year plan must be included.

Roles

The role of Council members is to prioritize the needs they will address in the plan and identify the strategies to be used.

The role of Council staff is to support the Council, with a priority process and develop the explanation and relation to the CRA Parts A-C.

What to produce and by when?

Develop the rationale statement before the Council approves the final draft goals and objectives and before the public comment period.

Part D: Rationale for Goal Selection (DD Act, Section 124(c)(3)(E))

Include the following:

1. Describe the basic reason(s) or explanation for how the Council selected specific goals.
2. Describe how those goals are related to the information in Parts A, B, and C of the Comprehensive Review and Analysis.

As part of goal setting activities, adopt a process to support the Council to determine what goals will be prioritized.

We recommend the Council prioritize goals that:

- Have the greatest potential to advance the Council's purpose.
- Are consistent with the unmet and under met needs of people with intellectual and developmental disabilities and their families.
- Are realistic and achievable with the amount of money the Council receives, while considering potential risks and challenges.

Below are some tips to help you develop a prioritization process.

- 1. Ensure full understanding about the purpose and intent of the Council program and the population of focus.**
 - a. Your work should focus on people with intellectual and developmental disabilities and their families.
 - b. Councils work to address identified needs and address new ways of improving service delivery by conducting advocacy, systems change, and capacity building efforts that promote self-determination, integration, and inclusion.

- 2. Make sure your goals are supported by the information in the Comprehensive Review and Analysis.**
 - a. Correlate the need to work on a goal with the information in the review and analysis.

- 3. Set strategic priorities. Based on the Comprehensive Review and Analysis:**
 - a. Identify the most critical needs and opportunities facing the Council. Prioritize goals that have the greatest potential to advance the Council's purpose.
 - b. Prioritize goals that are consistent with the needs and values of people with intellectual and developmental disabilities and their families and other partners.
 - c. Discuss openly with Council members to gather diverse perspectives and insights.
 - d. Evaluate the importance or urgency of each proposed goal.
 - e. Categorize the proposed goals. Group similar goals together based on themes or areas of emphasis.

- 4. Assess feasibility and resource availability. Consider budgetary constraints and Council capacity.**
 - a. Prioritize goals that are realistic and achievable with the funding the Council receives, while also considering potential risks and challenges.
 - b. Evaluate each goal to determine if the Council has the available expertise and skills to accomplish the goal, regulatory and legal requirements that may impact reaching a goal and consider potential barriers or challenges that could be a barrier to goal progress.
 - c. Determine the resources needed to accomplish each goal. Consider financial resources, human resources, technology resources, and time and effort needed to achieve a goal.
 - d. Consider the Council's current resources and prioritize goals that can be achieved with available resources. Think about the capacity of Council staff and how much work they can handle within goal(s). Then think about the amount of money that would be needed to engage sub-recipients to do work connected to goal(s).
 - e. Balance short-term resource commitments with long-term plans to help ensure the Council can maintain progress towards the 5-year goals.

Rank your goals.

Council members need to reach consensus on the goals they want to prioritize. There are several ways to rank goals. Many experts recommend the dot “voting” method for quick and effective goal prioritization. Council members receive a set number of dots they will use to indicate their top goals. Tally up the dots to identify top priorities. This method accelerates decision-making, encourages active participation, and fosters a sense of collective ownership and commitment among Council members. Integrating dot “voting” enhances consensus-driven prioritization in a streamlined manner.

Prepare the rationale description.

Council staff will prepare a description of how the Council selected the goals and how the goals relate to the information in the Comprehensive Review and Analysis.

TA TIPS:

Avoid:

Global statements like “goals were based on the Comprehensive Review and Analysis (CRA)”.

Describing public input results as the only source of data from the CRA. Rather, reflect data reviewed and analyzed.

Include:

1) The process the Council used to select the goals.

Example: The Council reviewed summaries of data prepared by staff and prioritized goals based on needs, resources, and capacity. The Council used a crosswalk method to align criteria (needs, resources, capacity) with Council member input and overall purpose of the DD Council program. The Council used a goal prioritization method [describe your method] and reached consensus and approved by vote.

2) How the information in the CRA justifies the Council’s need to work on the goal(s).

For each goal, correlate the need to data from the CRA sections.

Example: CRA analysis showed the unemployment rate of people with ID/DD to be (you can include a percentage). Public input showed employment to be a high priority with (include a percentage of respondents) people saying employment, getting jobs they want, learning more employment skills to be needs.

For more information

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