

# DD Council 5-Year Plan TA Brief

## *Goals, Objectives, Expected Goal Outcomes and Required work #7 - Part E*



### Goals and Objectives

**Goals are something the Council wants to achieve. They define direction and destination. They are big picture and long-term (5 years).**

**Objectives are the actions the Council needs to take to achieve the 5-year goal. An objective is precise, tangible, concrete, and can be measured.**

#### Roles

Council members reach consensus and approve the 5-year goals and objectives. Council members provide input into the expected goal outcome statement(s).

Council staff draft and refine 5-year goals and objectives ensuring the goal provides direction and goals and objectives are specific, measurable, attainable, realistic, and timely.

#### What to produce and by when?

5-year goals and objectives must be developed and approved by the Council before asking for public comment.

### Developing Goals and Objectives

#### Framework

The SMART/SMARTIE Framework is recommended for writing goals and objectives.

This framework offers a way to develop goals and objectives that are realistic, clear, and carefully written, with results you can measure.

#### GOALS

A goal is written as a broad statement of what the Council wants to accomplish. It should reflect the final impact or outcome(s) or what you want to accomplish with your funding. Use the SMART/SMARTIE framework as a guide when developing goals.

**S – Specific.** The goal includes the population of focus, what the Council intends to do, and what result the Council is working towards and a timeframe. Everyone knows what the Council is trying to achieve.

**M – Measurable.** The goal has a measure of success everyone can understand (i.e., increase, decrease, establish).

**A – Achievable.** The goal should be achievable based on the Council's capacity (funding, time, knowledge), while also being meaningful.

**R – Relevant.** The goal makes sense and fits the purpose of the Council program and aligns with the mission of the Council.

**T – Timely.** The goal has an end date the Council will work towards.

**I – Inclusion.** The goal includes representation from socially and economically marginalized individuals and groups.

E – Equity. The goal includes an element of fairness or justice to address systemic injustice, inequity, or oppression.

## OBJECTIVES

Objectives support actionable steps to achieve the 5-year goals, include detailed targets within the scope of the goal, and serve as tangible ways to measure progress towards the goal.

Use the same SMART/SMARTIE framework to write the objectives.

Below are a few **sentence structure formulas** for writing objectives. An example is included.

**[Who] will do [what] resulting in [measure] by [when].**

Example: The Council will provide outreach, training, technical assistance, and citizen leadership skill development to strengthen self-advocacy organizations led by people with developmental disabilities so there are more leaders with developmental disabilities and a more unified collective self-advocacy movement is achieved annually.

**By [when], [who] will do [what] resulting in [measure].**

Example: Annually, the Council will provide outreach, training, technical assistance and citizen leadership skill development to strengthen state self-advocacy organizations led by individuals with developmental disabilities so there are more leaders with developmental disabilities and a more unified self-advocacy movement is achieved.

**By [when], [measure – includes who and what].**

Example: Annually, the Council will provide outreach, training, technical assistance, and citizen leadership skill development to strengthen self-advocacy organizations led by individuals with developmental disabilities so there are more leaders with developmental disabilities and a more unified self-advocacy movement is achieved.

**[Measure – includes who and what] by [when].**

Example: More leaders with developmental disabilities will be supported and developed and more self-advocacy organizations led by people with developmental disabilities will be strengthened through outreach, training, technical assistance and citizen leadership skill development so that a more unified self-advocacy movement is achieved annually.

## REQUIRED WORK

There are three REQUIRED items that must be reflected as a goal or as an objective in your plan.

1. Self-advocacy
2. Targeted disparity
3. DD Network Collaboration

## SELF-ADVOCACY

Because the DD Act requires these activities annually, we recommend you consider a separate goal or objective for **self-advocacy**. This will help ensure the self-advocacy requirements do not get “lost” in other 5-year plan activities. It will also help keep the focus on people with intellectual and developmental disabilities and the required activities can be clearly identified, worked, and outcomes measured.

Councils must report on these activities separately from other advocacy efforts (as required by the DD Act, Section 125 (c)(7)(D)).

The following activities **MUST** be included and worked EACH year of the State plan.

- Establish or strengthen a program for the direct funding of a self-advocacy organization in your State or Territory **LED by people with intellectual or developmental disabilities**.
- Support opportunities **for individuals with developmental disabilities who are considered leaders to provide leadership training to individuals with developmental disabilities who may become leaders**.
- Support and expand **participation of individuals with developmental disabilities in cross-disability and culturally diverse leadership coalitions**.

## TARGETED DISPARITY

The starting point for developing a targeted disparity goal or objective is with the Comprehensive Review and Analysis of the barriers to full participation of unserved and underserved groups of individuals with developmental disabilities and their families.

Based on the findings, develop a goal or objective that includes:

- (1) **The subpopulation that is vulnerable to disparities** (e.g., racial, ethnic, sexual orientation, gender, or other minority groups with intellectual and/or developmental disabilities).
- (2) **The SPECIFIC disparity to be addressed**. Identify the noticeable difference (disparity) that comes from the condition of being unequal. Be specific (e.g., technology access and use, service access and use, language access, employment and/or skills training for a specific segment of the ID/DD community).
- (3) **The strategy/strategies** the Council plans to use to decrease the differences in access, service use, and outcomes among such sub populations during the 5-year state plan implementation. Strategies should include evidence-based, best and/or promising practices, to the extent feasible.

**Remember to write your goal or objective using the SMARTIE framework.**

## TA TIPS

Double check your goal or objective to make sure you have included all three items. If you do not have each item, the targeted disparity item is NOT complete, and revisions must be made.

Reminder! Your evaluation methods must show the Council reduced the specific disparity for the identified subpopulation. When implementing the work, account for the time, scope, and detail needed for evaluation activities.

## DD Network Collaboration

Use the results of the comprehensive review and analysis to determine potential goals, objectives, and corresponding activities that could be planned and implemented as a collaboration with the DD Network.

This goal or objective must focus on the UCEDD or UCEDD's, the P&A entity, and the DD Council. **You will not include other groups or organizations in this item.**

The collaborative activities should assist the DD Council in reaching the goals and outcomes of the 5-year plan and purpose.

TA TIPS: For collaboration to occur, leadership and control is shared and mutual. Resources (money, time, expertise) are pooled or jointly secured, and products are shared. Collaboration activities support more being done jointly than could have been done individually.

## Goal Outcome Statement

The expected goal outcome statement should reflect what the Council expects to happen for people with intellectual and developmental disabilities and their families if the 5-year goal is reached.

### Example:

**Goal:** By 202X, the Council will increase partnerships with and support of more people with intellectual and developmental disabilities and their families, so they know their rights and can advocate for and receive supports and services.

**Expected goal outcome statement:** People with ID/DD and their families will experience equal rights, community inclusivity & fewer barriers in accessing support & services they need. Self and family advocates and others will have information and equal, inclusive access to services & supports from systems associated with education, employment, housing health/safety &/or emerging issues. Spanish-speaking & Latinx SA/FA will experience fewer disparities, barriers & disputes in obtaining a free, appropriate public education (FAPE) and will self-advocate for the culturally competent, equitable supports & services they want & need within their own, more inclusive local education agencies (LEA).

## For more information

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