

Making A Plan

Purpose

Turn big ideas into a practical, realistic roadmap. This tool works best when the community agrees that aging in place matters and is ready to put energy into solutions.

Use this Tool When:

You've established your small teams and are ready to host conversations with the larger group.

Skip it for now if:

There is currently an urgent need to support a changed life situation for one of the community members. Use the Emergency Response Tool instead.





Step 1

Where are we now?

Gather the basics:

- What challenges are pushing you to act?
- What resources or budget do you have available?
- What are your hard limits (like deadlines or building rules)?
- Give everyone a chance to share where they're starting from.

Step 2

Gather Considerations

Before picking solutions, ask the people affected:

- What are you hoping for?
- What are you worried about?
- What ideas are you already excited about?

See the [“Gathering Considerations”](#) handout for details.

Document all considerations.





Step 3

Brainstorm Options

Throw out lots of ideas without judging them yet. Don't just settle on the first idea that comes up—aim for a big list of possibilities!

Aim for many more ideas than you need. Never start discussing the first idea that pops up.

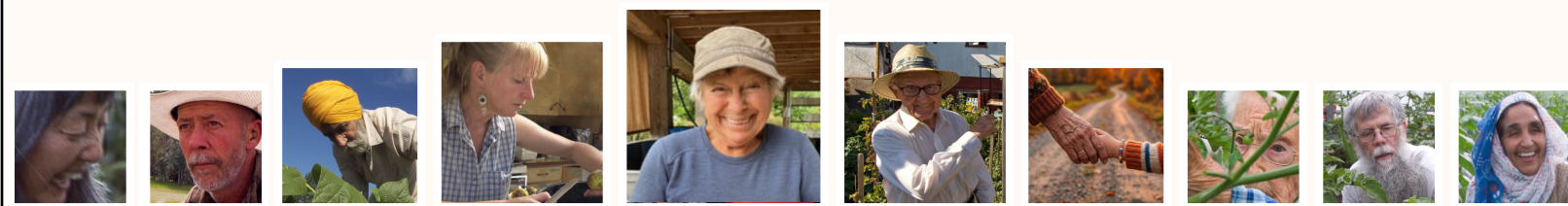
Step 4

Pick High-Impact, Doable Ideas

After generating a lot of options, look for ideas that offer the best results for the effort required ("High Return on Effort").

Do a honest reality check:

- Do we actually have the time, money, and energy to pull this off?
- Adjust until it feels doable.





Step 5

Set Guardrails & Centrelines

Centrelines: Clear signs that the plan is moving forward smoothly.

Guardrails: Warning signs that things are getting off track or people are getting overwhelmed.

Record these to use as part of Getting Things Done Tool and your project review.

Step 6

Assign Champions

Attach names to key tasks.

These "champions" don't have to do all the work themselves, but they agree to keep an eye on progress and keep things moving.

(Pro tip: Let people choose tasks they want to do!)

