Acting Together: Prioritizing Goals Process

Most communities striving to become dementia friendly use a community-wide meeting to prioritize their established goals and decide what actions they will take together. The meeting can help you narrow what you can truly undertake as a community. Use these steps to help you decide the action(s) you will take:

1. Before the community meeting, make a list of the priority goals that were generated from your community assessment.
2. Next to each goal, list possible responses/actions/programs the community might consider to take action. Look at suggested actions from your assessment work.
3. During the meeting, have community members self-select into the goal areas, review the possible actions listed, and pick their top 1-2 actions using the prioritization criteria below (also see the small group directions below).
4. Bring everyone back together to report on the top 1-2 selected actions for each goal area. Then have the full group identify 2-3 overall that “rise to top,” again using the prioritization criteria below. (Prioritization in the full group is best accomplished by asking each person to consider the criteria list and the top actions selected and then to place a mark/sticker on the one action they feel best meets the prioritization criteria).
5. The highest priority actions agreed upon by the full group will be foundational to a work plan and a budget used to seek funding. Your community might take on more than one priority action, depending on size, scope and resources.

**Goal Area Small Group Discussions**

1. Review the priority goal area.
2. Review and discuss the possible actions and resources listed for your priority area.
3. Discuss additional actions and resources.
4. Add selections of additional actions and resources to the flip chart.
5. Using the prioritization criteria, identify the top 1-2 priority actions that your group feels best meet the criteria; select someone in your group to present them to the full group.

Prioritization Criteria

* The idea seems doable (we have the right people and resources to make it work in a year or less)
* It is a good fit for [name of your community]
* It would make a meaningful difference for the community
* It is affordable (can be done on a limited budget)