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| **Midtown Senior Health Assessment and Step-By-Step Guide to Creating a Senior Meal, Health, and Wellness Program** |
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| Jeremiah Lowery  2013 |

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**Introduction**

The Midtown community in Jackson, MS is a neighborhood rich in tradition and a history that consists of some of Mississippi’s best local grassroots activism. The Midtown community has over 2,000 residents and lies within the boundaries of Woodrow Wilson Avenue on the north, Fortification Street to the south, West Street to the East and Mill Street to the West. Midtown Partners Inc., a non-profit organization incorporated in April of 1993 for the purpose of the social and economic revitalization of the Midtown neighborhood, describes the history of the neighborhood as follows:

*“Incorporated between 1874 and 1910, the North Midtown Community is one of the oldest single-family residential areas in Jackson, MS. While it was once considered to be one of more prominent middle class neighborhoods in the city in 1990, the neighborhood deteriorated into one of the most blighted in the city, with a poverty rate of 47%, a rate that was at the time, twice that of the City of Jackson. The 1990 U.S. Census showed a population decline of approximately 13% from 1980, four times the decrease in the City of Jackson. The 1990 Census also showed that 22% of the houses in the Midtown area were vacant. Because the Midtown areas was so in need of improvements, the CDC chose to work in this area also because of being bordered by a number of large institutions such as the Baptist Medical Center, Millsaps College, and the University of Mississippi Medical Center, which have a vested interest in seeing neighborhood improvements and could, hopefully, be called on the provide resources to assist in the project."*

The Midtown community is still struggling with high rates of poverty and related challenges; with local organizations and community members working hard to address unemployment, home rehabilitation needs, and lack of access to healthy food, etc. While all members of the community have been affected by the neighborhood's plight, the senior population[[1]](#footnote-1) in Midtown has felt some of its most devastating effects. Midtown currently has a rising senior population[[2]](#footnote-2), and the majority of Midtown's seniors are low-income minorities with high risk of developing diet related illness[[3]](#footnote-3). So what can local organizations and community members in Midtown do to tackle these issues for seniors and ensure a healthy and strong future for them?

One option to improve health outcomes for seniors is to implement a Meal, Health and Wellness program, that distributes healthy nutritious meals to seniors, has programming that helps improve physical and mental function, and educates seniors on how to manage their health to continuously live an active, independent lifestyle. Meal, Health and Wellness programs that address systemic reasons for poverty while also providing healthy meals and wellness resources for seniors could be the key to improving the health and wellbeing of seniors in Midtown.

The step-by-step guide included in this report aims to help Midtown Partners, Inc., create a Meal, Health and Wellness program for seniors in the community and can serve as a replicable guide for other communities.

***Potential Benefits***

**Building Stronger Families**

Investing in the health of seniors increases the likelihood for stronger family units, especially considering the number of non-traditional families that include senior caretakers responsible for raising children. In communities with a high poverty rate, an increasing number of families are relying on seniors in the household to raise children[[4]](#footnote-4), due to the high joblessness and not being able to afford childcare. Therefore, senior Meal, Health and Wellness programs can provide the healthy meals and wellness programming that increases physical and mental well-being, which in turn can lead to lower medicine costs and seniors being able to live longer to take care of their grandchildren.

**Access to Information and Resources**

A senior Meal, Health and Wellness program will increase access to resources and information to help improve the lives of seniors in the community. A study by the American Association of Retired Persons (AARP) showed that a large percentage of seniors are in desperate need of health and financial resources and information to live independently[[5]](#footnote-5). A senior Meal, Health and Wellness program will offer increased access to resources to help seniors affected by issues such as home repairs, transportation to medical centers, and access to affordable produce. Additional information will also be provided about key issues affecting seniors such as diabetes, nutritional needs, physical and occupational therapy, and financial management. Increasing access to community resources and care facilities for seniors will help ensure those resources are being used and senior needs are being met.

**Improved Health and Increased Access to Food**

Food insecurity is an issue that is causing problems for an increasing number of seniors nationwide and particularly in Mississippi. According to the Food Research and Action Center, "*Food insecure elderly persons have been found to be 2.33 times more likely to report fair or poor health status.  Food insecurity among elders increases disability, decreases resistance to infection, and extends hospital stays.  Moreover, many medications need to be taken with food to assure their effectiveness.  Too many seniors skip meals in order to purchase medication, only to see the “Take with food” label on the prescription bottle.*"[[6]](#footnote-6) Creating a Senior Meal, Health and Wellness program will create a way to solve food insecurity in local communities. Having access to this program could provide seniors with the healthy meals they need and also the informational materials of other organizations that can address their health and nutritional needs[[7]](#footnote-7).

**Independence**

A senior Meal, Health and Wellness program will go a long way in ensuring seniors have the ability to live richer and healthier lives alongside their families and in their homes. According to the Senior Fitness Association, regular exercise is needed to improve mobility, and balance, leading to increased ability to function without help on a daily basis. A program in the community could provide seniors with free workshops and tips on improving their physical and mental health.

**Preventive Care and Financial Well-being**

One primary benefit of creating a senior Meal, Health, and Wellness program would be to help seniors understand the need to incorporate preventive care into their daily lives. Preventive care will not only help seniors live longer and healthier lives but also keep the costs of healthcare to a minimum. Some of the areas included in preventive care include taking medication as directed by a physician, exercising, preparing food properly, and how to function in extreme weather. Communities can also save money from seniors practicing preventive care. According to the International Council on Aging, senior housing communities spend less when they incorporate wellness programs into their communities. Also a study conducted in the Terraces of Phoenix community by the American Senior Fitness Association, showed that seniors who attend wellness programs save a total of $310 a day, which in turn could save the community more than $113,000.[[8]](#footnote-8)

***Challenges***

**Funding**

Designing a great program won't equal up to much if you don't have a plan to fully fund the program. Many programs fail from the start because they don't have enough funding to support their goals.

To avoid the pitfalls of lack of funding, incorporate a budget, resource strategy and sustainability plan into the planning process when creating your program. A budget[[9]](#footnote-9) will allow you to assess what your needs will be and how those needs will be met. It's best to create a budget in order to get an idea of how much funding needs to be raised and how many participants the program can realistically handle. Creating a resource strategy[[10]](#footnote-10) helps you get an understanding of your ability to raise capital- human, social, economic – to start your program. A resource strategy is a guide that outlines how many volunteers you need, what funding options are available in the community and the potential partners you can reach out too. A sustainability plan[[11]](#footnote-11) will lay out your vision for your program's future, which includes how you plan on funding your organization over a long term basis.

**Program design and Development**

Sometimes programs are created and they don't meet the goals of the developer or help in the growth of seniors. When starting on your program it is best to get advice from professionals in the health and wellness field as well as feedback from seniors in the community. Also, it helps to do research on similar programs that have worked in other communities. Doing proper research and engagement for program development will help ensure you have the strongest program possible. Included in this step-by-step guide are resources to help with program design and development, and also a list of Meal, Health and Wellness programs that have been successful implementing programs in their community.

**Outreach**

To create and sustain a successful program it is important to get input and participation from seniors in the community.

A program can fail to meet its goals if the program developer does not do the proper outreach that is necessary to inform the seniors that the program exists in the community. Whether it's creating fliers[[12]](#footnote-12), mailers, door knocking or word-of-mouth, outreach is sometimes difficult but is vital to ensure your program is helping as many people as possible.

Another aspect of outreach that is important but at times complicated is partnership outreach. Sometimes there are limited funds and capabilities, and partnerships are hard to develop among organizations and groups, but developing key partnerships in the community can help bring more seniors into your program or provide expertise that your program is missing.

Therefore, outreach can be successful if an outreach plan[[13]](#footnote-13) is developed that involves multiple approaches (fliers, phone calls, mailers etc.) and identifies all the key potential partners in the community.

***Overview***

This guide provides information on how to start a senior Meal, Health and Wellness program; many of these strategies are tailored to help build a program that will work for the Midtown Community. However, this this guide can also be used to help other communities who have an interest in starting their own program. The guide is laid out in the following segments:

* Section 1. *Methodology*: in order to get feedback on the creation of a senior Meal, Health and Wellness program from the seniors, meal and health workshops were conducted for the seniors in the Midtown community and surveys were administered pre and post workshop. Also, Midtown Partners’ staff members, workshop participants, and community leaders were interviewed to gather additional data. This section contains information on the workshops, interviews and survey methodology.
* Section 2. *Results:* in this section you will find the results from the surveys and interviews.
* Section 3. *Recommendations and step-by-step guide to creating a senior Meal, Health and Wellness program:* based on results, this section contains recommendations for Midtown Partners on ways to improve the health and well-being of its senior population and a step-by-step guide to create a senior Meal, Health and Wellness program in midtown.
* Section 4. *Success stories:* starting a senior Meal, Health and Wellness program can appear to be a tremendous task for an organization, but there are a lot of successful programs in and outside of Mississippi. This section will highlight some of those programs in other parts of the country.
* Section 5. *Frequently asked questions:* this section aims to answer any remaining questions about starting a senior Meal, Health and Wellness program.
* *Appendices:* the appendices contains useful additional resources, such as a sample budget, a list of partnership opportunities, potential grant funding, and Midtown census data.

**Section 1: METHODOLOGY**

*In designing the senior Meal, Health and Wellness guide for Midtown, one key goal was to gather relevant data from community stakeholders in Midtown, using multiple methods, to create a comprehensive picture of the needs of the seniors and of the community. Information and data was gathered from the seniors in the Midtown Partners meal program, as well as staff members and community leaders. This assessment contains three data collection methods in order to help develop the recommendations for improving the lives of the seniors in the Midtown community. Those methods are: surveys, meal, health and wellness workshops, and interviews with senior workshop participants, staff, and community leaders*.

**Pre-Workshop Survey**

This survey[[14]](#footnote-14) was designed to get an assessment of the seniors’ current health and their wellness needs. The survey questions were developed with input from Midtown Partner’s staff, senior participants in the meal program and a professional dietician. Fourteen seniors who were present during the Midtown Partners' senior meal program were surveyed. Midtown Partners’ Senior Meal program operates 3 days a week and provides meals to the seniors in the Midtown community. The food for the meals is donated to Midtown Partners from the Mississippi Food Network and prepared by a professional chef employed by Midtown Partners.

**Workshops**

Two cooking workshops and one health and wellness workshop were convened, designed to collect qualitative data from the seniors.

The two cooking workshops were conducted on two separate days during lunch and consisted of healthy meals cooked for seniors in Midtown Partners’ Senior Meal program. The workshop meals were created by Midtown Partners’ head chef with input from a local health food professional, and prepared with lower sodium and sugar levels than normal meals served to the seniors through their weekly meal program. Fifteen seniors were present at each meal.

The health and wellness workshop was conducted by a community health professional and consisted of breathing exercises to help manage stress and a lecture on the importance of eating healthy. After the lecture there was a question and answer session with the seniors, and those in attendance were able to ask specific questions related to their own personal health needs. The wellness workshop was conducted an hour before the Senior Meal program and there were 17 seniors present.

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| Schedule | | |
| December 20th 2012, 12pm-1pm | Meal | Whole wheat pasta with homemade cheese and tomato sauce and mixed vegetables. Desert: Whole wheat cereal bar and oranges |
| December 22nd 2012 11am-12pm | Health and Wellness | Breathing exercises to help manage stress and a lecture on the importance of eating healthy |
| December 22nd 2012 12pm-1pm | Meal | Whole wheat pasta and sautéed shrimp, mix vegetables. Desert: Whole wheat cereal bar and banana. |

|  |  |
| --- | --- |
| Attendance | |
| December 20th 2012, 12pm-1pm | 15 seniors were present |
| December 22nd 2012 11am-12pm | 17 seniors were present |
| December 22nd 2012 12pm-1pm | 15 seniors were present |
|  | 15 seniors attended all 3 workshops |

**Post-Workshops Survey and Interview**

The post-workshop survey[[15]](#footnote-15) was designed to get feedback from the seniors on the workshops and whether they would like to see future workshops incorporated in their meal program. 10 seniors who were present during both cooking workshops and the wellness workshop were randomly selected and surveyed.

5 seniors who were present for both cooking workshops and the wellness workshop were randomly selected and interviewed about their experience. The seniors were also asked questions that covered topics such as meals they would like to see served in the future, nutritional needs, and food access issues for seniors in the community.

**Staff and Community Interviews**

Midtown Partners' head chef, a community health professional, a dietitian and program manager from the Mississippi Food Network, a program manager at Millsaps College in charge of coordinating volunteer opportunities for students who want to serve seniors, seniors in Midtown Partners' Senior Meal program and the Mayor of Jackson, MS were interviewed about their ideas and perspective on the creation of a Senior Meal, Health and Wellness program in the Midtown community. The questions covered topics such as ideas on creating a Senior Wellness program in Midtown, current programs in the community that help improve the health of seniors in Jackson, MS, and the importance of eating nutritious food.

**Section 2: Results**

*This section is comprised of the results from surveys and interviews with community members and leaders mentioned in the previous section, which were used to gather data to make an assessment of the seniors’ health and needs.*

***Demographics***

The demographics of the seniors surveyed in the pre-and-post workshop surveys are reflective of the Midtown senior community. In the pre-workshop survey, 57 percent of the survey respondents were men and 43 percent were women. In the post-workshop survey, 30 percent of the respondents were women and 70 percent were men. In both surveys, 100 percent of the respondents were African American and living at or below the poverty line. Based on these demographics, studies on the correlation between race, socioeconomic status and health[[16]](#footnote-16), as well as the National Cancer Institute's study that shows African American men are suffering disproportionately from diet related illnesses[[17]](#footnote-17), we can see that this population is at risk for diet related illnesses and would greatly benefit from a Meal, Health and Wellness program.

***Current Health Status***

The pre-workshops survey[[18]](#footnote-18) and interview data indicate that the current health status of the seniors is alarmingly poor. One hundred percent of the respondents have high blood pressure, 64 percent have high cholesterol, and 50 percent have diabetes. When asked about their current health status, a combined 93 percent of the seniors responded that their current health status is either fair or poor. A senior respondent that was interviewed stated that doctors have recently prescribed an increase in his medication due to his "poor eating habits". Another senior respondent that was interviewed stated that she has "diabetes and hyperthyroidism" and her diabetes is "uncontrollable", with doctors stating she could lose her leg if her diet does not change. Unless lifestyle and dietary changes are made soon, the long-term health of seniors in Midtown will remain in dire standards.

***Nutritional Food Needs***

The Midtown seniors care deeply about the nutrition in their foods and would like to incorporate healthier meals into their lives. According to the pre-workshop survey, a combined 93 percent of the senior respondents stated that the nutritional value in their food is either important or very important to them. Also, 100 percent of the senior respondents stated[[19]](#footnote-19) that the workshop meals were excellent and would like more of their meals prepared in the same manner. During the interview process, a senior respondent stated that she would like to see "less starchy foods and less sugar used in meals prepared for seniors" to satisfy the seniors with diabetes and hypertension. Access to healthy foods was also an issue for the seniors that were interviewed, because they lack reliable transportation and Midtown is located in a food desert[[20]](#footnote-20).

***Activities, Workshops, and Trips***

One key indicator for health improvement was fitness and exercise. The seniors would like more social fitness activities, health screenings, and trips to health facilities incorporated into their daily lives. According to the pre-workshop survey, 79 percent of the senior respondents stated they would like more social fitness and exercise activities during the Midtown senior meal hours. Also on the survey, 79 percent of the senior respondents stated they would benefit from more health screenings and examinations. Some of the barriers that prevented them from having access to these activities and screenings on their own include:

* Transportation
* Affordability
* Lack of understanding and knowledge of available activities and screenings in the community
* Lack of ability to find free time (i.e. have to babysit grandchildren, working multiple jobs, have to deal with other issues like home repairs)

*What can be done to improve the health, nutritional food needs and over-all wellness of the seniors in Midtown? In the following section you will find recommendations to address the issues that were analyzed in the results section.*

**Section 3: Recommendations and Step by Step process to creating a Senior Meal, Health and Wellness Program**

*Based on the results of the data that was gathered, the best approach needed to improve the health and wellness of the seniors in the Midtown community, involves the creation of a Meal, Health and Wellness program. The Meal, Health, and Wellness program should not only address the health and nutritional needs of seniors but also help provide the resources they need to mitigate the effects of hunger and poverty. The following guide to the creation of a meal, health, and wellness program in Midtown is intended for Midtown Partners but can also be used as a replicable guide for other communities.*

***Step 1: Designing the best meal, health, and wellness program for your community’s needs***

1. Before initiating a Meal, Health and Wellness program, it is important to get input from staff, seniors in the community, and professionals in the health and wellness field.
2. **Surveying seniors[[21]](#footnote-21) in the community**: Getting feed-back from seniors in the community will help in the creation of a program that addresses the needs and wants of the seniors in your program.
3. **Interviewing staff and health and wellness professionals**: Talking to staff to get their input on program design helps to understand whether or not the addition of a new program will overextend their current workload. Also getting staff input helps the program developer get an understanding of the abilities of the staff and which tasks they will be assigned in the creation of the program. Getting information from a dietician, nutritionist, fitness professional, or director of a senior center can help your program develop meals that are nutritionally appropriate for seniors and activities that are effective in improving the wellness of seniors.
4. **Find success stories**: It is important to do research on the best practices in other communities in order to replicate some of those program's successes. Getting in contact with a staff member or program developer from those programs can be a great beginning step for starting a Meal, Health and Wellness program.
5. **Questions** **to address when getting input from staff, seniors in the community and experts in the field of health and wellness:** 
   * How will you ensure that your program is rooted in the needs of the seniors?
   * Who are the staff members in your organization that already work with seniors in the community or could contribute to the program?
   * What are the health, fitness and wellness organizations in the community? And do they work with seniors?
   * Are their similar programs in the community or state that work with low-income seniors?
6. Creating a program outline will leave your organization with a blueprint on how to successfully run a Meal, Health, and Wellness program. The program outline should include key components that define the program and an operational schedule that employees and volunteers can follow.
7. **Components:**

* *Healthy meals –* Designing healthy meals[[22]](#footnote-22) for the seniors is a key component to the program. The benefits of healthy eating for seniors include developing resistance to diseases and illnesses, being able to manage chronic health problems, and increased mental acuteness.
* *Wellness Workshops –* Senior Wellness programs[[23]](#footnote-23) can offer educational and information resources for the seniors to help change unhealthy habits and live healthier lifestyles. According to the Health Hero Network, “*the focus of senior health and wellness programs is to educate adults and most especially seniors on how best to manage their health and activity levels for optimal function and performance*”. Wellness workshops can include breathing exercises, improving mental health, and how to cook healthy meals.
* *Activities and trips –* Fitness activities and field trips are beneficial as they allow seniors the opportunity to be active and learn about health. It is important to find creative ways to promote a healthier and more active life style, as increased exercise can decrease the chances of getting diet and health related illnesses. Fitness activities can include yoga for seniors, walking exercises, stretching, and other exercises that are safe for seniors with joint and arthritis problems. Field trips can include trips to community gardens, fitness facilities with programs for seniors, and workshops held at hospitals.
* *Screenings*- An important piece to maintaining a healthy life is prevention. One of the best ways to prevent heart disease and other illnesses is to receive annual screenings. Collaborating with hospitals and health facilities that administer screenings, will help the seniors identify health problems, so that they can receive treatment as soon as possible.
* *Anti-Poverty Resources* – Connecting seniors with additional resources and programs can help decrease issues associated with health outcomes. Holding workshops and sessions on how to apply for home repair funding[[24]](#footnote-24), find employment for family members, plan for retirement, and other programs that address poverty will help address systemic reasons for poverty and hunger among the seniors.

1. **Schedule[[25]](#footnote-25):** A schedule is a daily, weekly, or monthly agenda for your program. It can help you plan for the next meals or prepare for upcoming workshops
2. **Questions to address to help in the program outlining process:**

* Where will the workshops and meals be served?
* Who will prepare the meals (i.e. hired chef, volunteers, another organization, or staff members)?
* Where will the food come from?
* How often do you want to hold screenings and/or workshops for the seniors?
* How is the resource information compiled and distributed?
* Which form of transportation will be used to transport the seniors to field trip sites? Will there be transportation for seniors in the community are physically unable to get to the program location?

***Step 2: Funding and Partnership development[[26]](#footnote-26)***

1. Once the program design is complete the next step would be to find funding in order to serve your targeted number of seniors effectively.
   * + 1. **Foundation support:** Applying for funding from foundations[[27]](#footnote-27) that serve your local community is a great way to increase your budget. There are significant number of foundations whose charitable purpose is to serve seniors and improve their overall well-being.
       2. **Other fundraising ideas:** Some other fundraising ideas to help increase your budget for the program include but not limited to:

* Requesting donations from current donors or local corporations
* Starting an online fundraising campaign
* Hosting a fundraiser and inviting local community stakeholders
  + - 1. **Questions to address to when finding funding:**
* Does your organization already receive foundation support? If so, does the foundation allow you to apply for more money?
* Have you created a list of local community foundations that share in your mission to serve seniors?
* How can you utilize volunteers and community members to help fundraise?
* Have you created a list of local corporations with giving programs?

1. Complex issues facing communities cannot be solved by any one organization, therefore it is important to seek partnerships with organizations that share your mission of improving seniors’ health and well-being
2. **Partnerships:** Seeking partnerships[[28]](#footnote-28) with organizations can serve many purposes such as less duplication of programming, less overlap of service, increased access to knowledge-based resources, recruitment of volunteers, ability to reach more seniors in need of your program, and decreased workload for each organization. Also, foundations encourage and support partnership development because it increases the chances that grant funding will have a greater impact**.** Local organizations to reach out when seeking partnerships include but are not limited to:

* Gym and senior fitness centers
* Grocery stores and food co-ops
* Hospitals and health clinics
* Restaurants
* Non-profits that promote health, wellness, and fitness
* Universities
* Government agencies (e.g. Office of aging, public housing authorities)
* Local civic associations
* Libraries
* Senior transportation organizations
* Local houses of worship
* Senior care faculties
* Medicare/Medicaid managed care organizations
* Senior advocacy groups (e.g. local AARP Foundation, Meals on Wheels)
* Caregiver support groups through area agencies on aging, faith-based groups, etc.
* Service organizations (American Red Cross, Salvation Army, Goodwill)

1. **Questions to address when seeking partnerships**

* Have you explored, measured, and reported both the intended and unintended benefits of the partnership? And will the partnership benefit organizational needs for all stakeholders?
* What is the role of your organization in the partnership? What is the role of the other partners?
* When seeking potential partners, have you made a list of organizations that have missions and values in line with your organization?

***Step 3: Outreach***

1. Running an efficient outreach strategy will allow you to reach as many seniors as possible and increase the impact your program has in the community.
2. **Ideas for reaching seniors in the community:** The following are ideas from the USDA on ways to conduct outreach to seniors in the community[[29]](#footnote-29):

* *Present a True Picture. Avoid portraying all older seniors as frail or inactive. A new study of seniors 70+ found that, on average, they feel 13 years younger than their actual age. Focus on the benefits of getting older, not the limitations.*
* *Mix It Up. Since women typically outlive men, show mixed groups of friends, not just couples, in materials. Include pictures with grandchildren.*
* *The majority of men of this generation served in the military. Thousands of women also served as nurses or volunteered with organizations like the American Red Cross and the United Service Organization (USO). Make outreach to veterans’ groups, homes, and hospitals part of your strategy*
* *Go Along for the Ride. Partner with transportation services that take seniors on errands or to appointments; have [outreach] materials on hand*
* *Host social events where people mix and mingle. Make it fun by having activities, games, food, and entertainment, and provide information... information in a game format like BINGO, crossword puzzles, or even a “true/false” quiz is fun and helps get your message across in a memorable way*
* *Make a list of health-related support groups aimed at seniors, such as those focusing on diabetes, arthritis, low vision, prostate or breast cancer, and stroke—and offer to make mini-presentations*
* *Meet with rehabilitation facilities, dialysis centers, and local chapters of the Visiting Nurses’ Association or Meals on Wheels groups to reach seniors who are recently disabled and may be considering support services for the first time.*
* *If you live in one of the areas (typically in the South) where grandparents raising children is more common, partner with your local school district to distribute information through school events and staff*
* *Send information home with children who receive free or reduced-price lunch. You may want to consider timing this for the beginning of the school year or at the end of grading periods as children may begin to live with a guardian mid-school year*

1. **Methods:** When determining what type of outreach you will use, be creative but also understanding of the different types of communication seniors use. Here are some examples of outreach methods for seniors:

* If you have a list of seniors who live in the community, write a letter[[30]](#footnote-30) and mail it to those recipients
* Flyer places that seniors normally visit, those places include but are not limited to the following locations:
* Senior Fitness Centers
* Recreation centers with activities for seniors
* Libraries and community bulletin boards
* Health Fairs/Events
* Hospital and Pharmacy waiting areas
* Grocery stores
* Places of Worship
* Barber shops and hair salons
* If you have a database of phone numbers for seniors in the community, call seniors and inform them of the program
* Door to door knocking
* Hosting a community-wide event and signing up seniors who attend
* Consider incorporating internet outreach into your strategy, some places to email information to include:
* Community list-serves
* Your organization's database
* Free postings on local online community newspapers
* Email information to organizations in the community that have a mission to serve seniors or promote health and well-being in the community
* Sending information to public television and radio stations
* Posting information in free community print newspapers

1. **Potential Barriers:**

* Communication: When doing outreach, communication is key, and sometimes generational barriers exist between seniors and program developers. Some communication when outreaching to seniors include:
* Be mindful of cultural and gender differences
* Avoid paternal statements (e.g. "I know what's good for you" or "this is what you need")
* Always be respectful of a senior's background, knowledge and values
* Be patient with the communication styles of the seniors (i.e. let them finish speaking)
* Speak clearly using an appropriate volume and rate of speech
* Understanding the program: Often times when distributing materials and informing seniors of your program there can be a misunderstanding of how the program is run and if there is any cost to the senior. Therefore, it is important to make the details of the program very clear, make sure there is an understanding that the program is free (this is also important because criminals like to financially prey on seniors), there is no obligation to stay in the program, and your organization is only implementing the program for the benefit of the community.
* Family Members and Caregivers: Often times family members and caregivers can become abrasive to community programs because they need the seniors in the household to either watch after children or they believe the program will cause stress and strain to seniors. When encountering this situation, make sure you honestly explain the program to the family member(s) and caregivers and include success stories from other communities.

1. **Questions to address when developing an outreach strategy:**

* Who will conduct the outreach? Staff, volunteers or both?
* What is deadline for when outreach will end?
* How much money in the money will be allotted for outreach?
* How many seniors do you want to realistically reach?

1. Some members of your staff could be too overextended to contribute to the planning, outreach and implantation phases of your program; therefore your organization should utilize volunteers as a way to help contribute to the growth and sustainability of the program.
2. **Duties for Volunteers:** Volunteers can provideexpertise on a topic for a workshop or help flyer the community. Some other duties that volunteers are capable of include:

* Serving meals to the seniors
* Setting up for workshops
* Helping coordinate field trips and wellness activities

1. **Finding Volunteers:** Some locations to look for volunteers include:

* University volunteer centers
* Online volunteer databases (such as Volunteer Match)
* Community online and print newspapers
* Community online listservs

1. **Communicating with Volunteers:** Volunteers are very valuable to an organization; therefore is really important that you not only communicate with them properly, but also assign them the right tasks that utilize their skill sets. Some steps to follow when reaching out to and meeting with new volunteers include:

* Write a volunteer request letter[[31]](#footnote-31) that explains the program and why volunteers are needed to make the program successful.
* Create a volunteer intake form[[32]](#footnote-32) that includes a list of tasks that are available for the volunteer; it also captures data on the volunteer's skills and how they would like contribute to the program.

1. **Questions to address when finding volunteers:**

* How long will the volunteers serve your program?
* How many volunteers will you recruit?
* How will you keep volunteers engaged and interested in contributing to the program (i.e. will you hold volunteer-only appreciation lunches and events)?

**Section 4: Success Stories**

*Many Meal, Health and Wellness programs around the United States are coming up with innovative ideas to serve their senior community. This section includes some program ideas from other communities*

|  |  |  |
| --- | --- | --- |
| Organization | Program and Results | Innovative ideas within Program |
| Twin Towers Wellness Program  Cincinnati, Ohio | Program offers mental and physical wellness workshops and free access to a fitness center. Twin Towers employs a staff of only 6 full time employees and has over 500 participants. | The program for seniors is located in a center that has a sky lit 25 meter swimming pool, spa, locker rooms and consultation areas, multi-purpose room. The seniors use the center for free and their costs are covered by fees from volunteers and members of the center. |
| Hillsborough Township Senior Wellness Program  Hillsborough, NJ | Program offers activities such as low-impact exercises, wellness lectures and clinics. Program also offers seniors free minor home repairs and transportation to the program. The program is been running for over 15 years. | Program offers minor home repairs and provides the labor at no charge to the senior. |
| Grossmont Adult Education School  La Mesa, CA | Grossmont Mall Walkers weekly walking group:  • Program started with just a few people; now has up to 1600 participants at one time  • Program also offers screenings and tips on living a healthy lifestyle | Nurses volunteer to do free screenings and offer Saturday  classes on maintaining a healthy lifestyle. |
| Always Active Wellness program  San Francisco, CA | The program also includes wellness talks on topics such as safety during exercise, chronic disease awareness and prevention, cardiovascular exercise, strength training and flexibility, and healthy eating. The program has expanded to over 9 locations in San Francisco. | Each participant gets to create a personal wellness plan, with input from a doctor and the wellness coordinator. |

**Section 5: Frequently Asked Questions**

*As you start the process to create a Meal, Health and Wellness Program, you will likely find that you have further questions. The list of questions aims to help you start answering top questions to help you begin the process. Some information in this section is included in other sections above, so where applicable the questions will point you back to those sections.*

***What does it mean to start a Meal, Health and Wellness Program?***

Meal, Health and Wellness programs vary widely. Examples of a Meal, Health and Wellness program include a non-profit organization serving meals to seniors and then hosting workshops on wellness, a community organization hosting free weekly dinners and health screenings for seniors, or a local civic association providing a lunch and free health advise for seniors once a month. Many Meal, Health and Wellness programs start small; ordering a meal for a group of seniors and having a conversation about health or having a pot-luck and community dance. A Meal, Health and Wellness program does not have to be a large program with a big budget, taking small steps such has holding talkback sessions on health and giving out healthy snacks or hosting a session on proper breathing with fresh fruits and drinks for the seniors afterwards, goes a long way in helping to improve the overall health of seniors in the community.

***Are there any nutritional guidelines for seniors?***

Yes. There are resources online to learn more about nutritional guidelines[[33]](#footnote-33) for seniors but the best approach is to talk to a local dietician or nutritionist.

***How many participants does it require to have a successful program?***

A Meal, Health and Wellness program can have 2 participants or 200 (if you have a budget that can cover the costs). The purpose of the program is to have a healthy and positive impact on seniors’ lives, and useless you have to reach a certain amount of seniors to satisfy grant or organizational goals, the number of participants has no bearing on how successful a program is.

***How can I ensure my program is a success?***

While no program is guaranteed to be successful, there are steps you can take to help your program grow and improve its progress along the way. Two of those steps include:

* Promoting your program in the community: It is helpful to engage the larger community by highlighting your program and asking for their support. Engaging the community will not only help gather support for your program but also help make senior hunger and poverty issues a priority in the community. Some ways to get the word out about your program and highlight the need to address senior hunger include:
* Inviting local politicians, pastors, chefs and business owners to eat a meal with the seniors
* Reaching out to local media outlets like local newspapers and radio stations and invite them to write a story about your program and the need to address senior hunger
* Evaluating your progress: As you begin to create your senior Meal, Health, and Wellness program, it is important to start tracking your progress, challenges, and successes. Having data to show how your Meal, Health and Wellness program is affecting seniors' health and helping mitigate the effects of poverty will be important as you apply for grants and funding to grow your program in the future. Here is some data that is important to tract as you start a Meal, Health and Wellness Program
* Senior participation in the program: This can be tracked through sign-in and sign out sheets
* Senior fruit and vegetable consumption and physical health: This can be tracked through analyzing a pre-program survey and tracking consumption through periodic surveys during the program
* Changes in poverty-rated data: This can be tracked through analyzing a pre-program survey and tracking changes in conditions (e.g. improved housing conditions, family member found a job through a resource provided at a workshop) for the seniors through periodic interviews and surveys

***Where are Meal, Health, and Wellness programs located?***

Meal, Health and Wellness programs are located in various locations. Some programs are located in fitness centers, libraries, or community recreation center. If you don’t have money in your budget to cover the costs of renting a location, local community spaces (library, recreation center, churches) usually offer rooms and halls for free.

***Can low-income adults who are not seniors take part in the program?***

Depending on how much food and resources you have available, helping others should not be an issue. It is up to your discretion.

***I am concerned that seniors will not show up to the program, what can I do to prevent this?***

Developing a comprehensive outreach strategy[[34]](#footnote-34) and creating a program that has input from seniors in the community[[35]](#footnote-35) can help you have the senior attendance you are seeking. The number of seniors that attend your program is not guaranteed; however if you follow the steps in this step-by-step guide, it will help ensure attendance issues are not caused by your lack of program preparation.

***How many hours a day and how many times a week are Meal, Health and Wellness programs held?***

The hours and length of a program is up to your discretion. Some organizations and communities see a need for a program every day and some see a need for a program once a month. Take your resources and time into consideration when scheduling the program.

***What do I do if seniors start to lose interest in the program?***

There are multiple ways to engage and try to keep interest of the seniors. One way includes getting annual input[[36]](#footnote-36) from the seniors on ways to improve the program; and once you have gathered input, develop workshops and/or activities that cover different topics that seniors have stated they have an interest in, and prepare different innovative meals with ingredients the seniors stated they enjoy.

***I am concerned about cost and not having enough food for seniors, what can I do?***

If cost and not enough food is a concern, then set a quota for the number of seniors you will allow into the program or make each session on a first come first serve basis. To increase your budget, save costs or feed more seniors, consider raising more funds or developing partnerships with local organizations that prepare meals or provide resources for seniors[[37]](#footnote-37).

***I am concerned about the safety of the seniors and being liable for illnesses or injuries, any help?***

Some ways to help ensure the safety of seniors is make sure all meals are cooked properly[[38]](#footnote-38), include fitness activities that are senior-friendly, and consider getting the seniors to sign a health/fitness liability waiver[[39]](#footnote-39) before the start of the program.

***How can my local government help my program?***

Local governments usually offer multiple resources and programs for seniors. Contact your local Office of Aging to see if there are any resources you can use, funding sources that are available, or programming available that seniors in your community can benefit from.

***How do I know if there is a need for a program in my community?***

Conducting a community needs assessment will help you get a picture of the problematic issues in the community and possible opportunities for improvement. USDA[[40]](#footnote-40) and Community Action[[41]](#footnote-41) have useful step-by-step guides to conducting a community needs assessment, both are accessible online.

***I have never worked with seniors before, where in the community can I go to get some tips?***

Visit or call your local Office of Aging agency, they offer many resources and helpful information on tips and suggestions when working with seniors.

**Appendices**

**Appendix 1: Midtown Census Data**

Midtown Census Data

Includes Census Tract 17 and Block Groups 1 and 2 in Census Tract 16

|  |  |  |  |
| --- | --- | --- | --- |
| POPULATION & HOUSEHOLDS | Number | Percentage | Change since 2000 |
| Population, 2010 | 2,724 |  | ‐18.35% |
| Total Households, 2005‐2009 | 893 |  |  |
| Homeowners, 2005‐2009 | 295 | 34.34% | + 5.82 pct. Points |
| Renters, | 564 | 65.66% | ‐ 5.82 pct. Points |

|  |  |  |
| --- | --- | --- |
| RACE, 2010 | Number | Percentage |
| African American People | 1,891 | 70.69% |
| White People | 777 | 29.05% |
| American Indian or Alaskan Native people | 5 | 0.19% |
| People of some other race | 2 | 0.07% |

|  |  |  |  |
| --- | --- | --- | --- |
| INCOME | Number | Percentage | Change since 2000 |
| Est. Median Household Income, 2005‐2009 | $24,068.65 |  | $7,029.99 increase |
| Est. number of families living in poverty, 2005‐2009 |  | 29.65% | ‐6.18 pct. points |

|  |  |  |
| --- | --- | --- |
| AGE (estimate excludes Millsaps students), between  2005‐2009 | Number | Percentage |
| Median Age | 29 |  |
| Under 18 | 868 | 33.9% |
| 18‐34 | 600 | 23.4% |
| 35‐64 | 682 | 26.6% |
| 55‐64 | 228 | 8.9% |
| 65 or older | 185 | 7.2% |

|  |  |  |  |
| --- | --- | --- | --- |
| HOUSING UNITS | Number | Percentage | Change since 2000 |
| Housing Units, 2010 | 886 |  | ‐20.25% |
| Vacant Housing Units, 2010 | 152 | 17.16% | ‐ 3.09 pct. points |
| Est. Median Value of Owner Occupied Homes, 2000 | $51,999 |  |  |

|  |  |  |
| --- | --- | --- |
| EDUCATIONAL ATTAINMENT, 2005‐2009 | Number | Percentage |
| Less than 9th grade education | 201 | 14.58% |
| Some High School but no diploma | 220 | 15.95% |
| High School diploma | 541 | 39.23% |
| Some college or an associates degree | 308 | 22.34% |
| Bachelor's degree | 55 | 3.99% |
| Post graduate degree | 54 | 3.92% |

|  |  |  |
| --- | --- | --- |
| EMPLOYMENT, 2005‐2009 (top 4 industries) | Number | Percentage |
| Accommodation and Food Services | 228 | 22.24% |
| Health Care and Social Assistance | 194 | 18.93% |
| Construction Industry | 120 | 11.71% |
| Manufacturing | 94 | 9.17% |

Source: [www.policymap.org,](http://www.policymap.org/) 2000 U.S. Census, Summary File 3, 2010 U.S. Census Redistricting Data Summary File

**Appendix 2: Opportunities for Partnerships and Additional Funding**

*As your senior Meal, Health and Wellness program starts to move forward, you may need additional funding or partnerships to help you to grow the program. This section includes a preliminary list of partnership and funding opportunities for developing and enhancing your program.*

*The Organizations under “Partnerships” fall under one the following categories:*

* *Gym and Fitness Centers*
* *Grocery Stores and Food Co-op*
* *Hospitals*
* *Natural and Organic Restaurants*
* *Non-profits that promote health and Fitness in the Community*
* *Universities*

*The organizations under “Funding” fall under one of the following categories:*

* *Foundations and non-profit’s that focus on Senior health and well-being*
* *Foundations that promote health and well-being in local communities*
* *Churches*

**Partnerships**:

1. Baptist Health Complex
   1. *Overview of institution:* Baptist Health Systems is the parent company of Baptist Medical Center, The Mississippi Hospital for Restorative Care, Baptist Medical Center Leake and a number of related healthcare services and programs. From its beginnings in 1911, Baptist has grown to include a 564-bed medical center, along with a variety of health and medical services for people in every stage of life.
   2. Area for partnership opportunity: Baptist Health Systems has two areas for partnership; they include the Baptist Healthplex and the Baptist Health Foundation. The Baptist Healthplex combines the concept of physical fitness, the science of medicine and a recreational environment. Arthritis aquatics, diabetes management and pre-and post-natal aerobics classes are just a few of the extra ways the Baptist Healthplex helps make fitness a part of your total lifestyle. The Baptist Healthplex can help contribute to the wellness of the Midtown community by offered free to heavily discounted fitness days for seniors the program, as well as arthritis and diabetes. The funding for these programs could be supplied through the Baptist Health Foundation.
   3. *To learn more:* <http://mbhs.org/>
2. Rainbow Co-op
   1. Overview of institution: Rainbow Natural Grocery Cooperative, is a cooperative grocery, cafe, and deli, established in 1980 and democratically controlled. Rainbow is dedicated to providing high quality; wholesome foods at reasonable prices to anyone can shops with them, member or non-member. Through their purchase and sales policies, they seek to promote health and well-being for their members and the larger community by making available inexpensive, nutritional products that nourish the body and promote good stewardship of the earth's resources. The store emphasizes high quality, organic products (i.e. grown without agricultural chemicals such as pesticides and synthetic fertilizers).
   2. Area for partnership: Midtown could partner with Rainbow co-op for a weekly or monthly food donation
   3. To learn more: www.rainbowcoop.org
3. Bruno Adobo
   1. Overview of institution: Bruno's Adobo is a new venture from Chef Luis Bruno. Located in the historic Standard Life Building, Adobo will be a new addition to the wonderful restaurants in Downtown Jackson. Chef Luis is building a menu with healthy options using his own twist on Latin/Caribbean cuisine. Adobo will also be Mississippi's first certified green restaurant. That means they'll be implementing environmentally friendly practices.
   2. *Area for partnership:* Midtown could partner with Bruno Adobo to do an annual cooking demonstration.
   3. *To learn more:* Call (601) 944-9501 or email [adobo.jacksonms@gmail.com](mailto:adobo.jacksonms@gmail.com)
4. Whole Foods
   1. *Overview of institution:* Whole Foods is a foods supermarket chain which emphasizes "natural and organic products." The company has been ranked among the most socially responsible businesses and placed fifth on the U.S. Environmental Protection Agency's list of Top 25 Green Power Partners. The Whole Foods store will be located in the Fondren community in Jackson, MS.
   2. *Area for partnership:* Whole Foods has a 5% donation days for non-profit organizations and can provide volunteers for events
   3. *To learn more:* Visit the Whole Foods Market and speak to store management
5. McDade’s Market
   1. *Overview of institution:* McDade’s Market is a local grocery chain in the Jackson, MS, and has been family-owned by Greg and Kathy McDade since 1996.
   2. Area for partnerships: Midtown could partner with McDade’s Market to receive an annual produce donation.
   3. To learn more: Email [contact@mcdadesmarkets.com](mailto:contact@mcdadesmarkets.com) or email mcdadesmarkets.com
6. Mississippi Roadmap to Health Equity, Inc
   1. *Overview of institution:* Mississippi Roadmap to Health Equity, Inc.’s mission is to achieve healthy equity in MS by advocating for changes within the community institutions that influence people's everyday lives. Their goal is to change these institutions so that they support and never inhibit the community's efforts to be healthy.
   2. *Area for partnership:* MRHE can offer access to a mobile market for seniors and also open up its fitness center for fitness and health workshops.
   3. *To learn more:* Visit <http://www.mississippiroadmap.org>
7. YMCA
   1. *Overview of institution:* Fitness and Health Association whose mission is to developing a healthy "body, mind and spirit"
   2. *Area for Partnership*: YMCA could offer free or discounted classes and/or membership for the Seniors
   3. To learn more: visit <http://www.metroymcams.org/>
8. Mississippi Sports Medicine Foundation
   1. Overview of institution: Founded in 1984 Mississippi Sports Medicine and Orthopaedic Center was Mississippi's first full-service orthopaedic speciality practice, and remains the states leading provider of orthopedic care today*.*
   2. *Area for Partnership:* Mississippi Sports Medicine Foundation could provide free annual health screenings. Currently, the clinic provides screenings for institutions throughout Mississippi.
   3. *To learn more:* Visit <http://www.msmoc.com/About/>
9. My Brother’s keeper
   1. *Overview of institution:* My Brother’s keeper is a non-profit in Jackson, MS whose vision is too “is to reduce health disparities throughout the United States by enhancing the health and wellbeing of minority and marginalized populations through leadership in public and community health practices, collaboration and partnerships.”
   2. *Area for Partnerships:* My Brother’s keeper can help with anything from the creation of raised garden beds for the seniors to forming partnership for other grant funded health projects.
   3. *To learn more:* Visit <http://mbkinc.org/?page_id=8>
10. Millsaps College
    1. *Overview of institution:* Millsaps College is a private liberal arts college located in Jackson, MS
    2. *Area for Partnership:* The Midtown Partners' Senior Meal program currently partners with Millsaps’s 1 Campus 1 Community, a volunteer community service program. Students from 1 Campus 1 Community help with meal preparation, and can help in the future by volunteering their time searching for partnership development or researching health and wellness statistics for the seniors.
11. Mississippi Faith Based Coalition for Community Renewal Inc.
    1. *Overview of institution:* The Mississippi Faith Based Coalition is a multi-faith, nonpartisan coalition of churches, ministries, community based organizations, governmental agencies, businesses and concerned individuals working together to serve the people of the Southeast Region of the United States in the areas of Housing, Education, Counseling, Drug Abuse, Crime and Violence Prevention, Job Training, Health, Voter Education, and Economic Development.
    2. *Area for Partnership:* The coalition can provide medical screenings, lunch and learn sessions and health fairs that assist in giving the seniors a clear picture of their health risks and concerns.
    3. *To learn more:* Visit <http://www.faithbasedcoalition.com>
12. Voice of Calvary Family Health Center
    1. *Overview of institution:* Voice of Calvary Ministries is a non-profit, inter-denominational, Christian community development organization.
    2. *Area for Partnership:* Voice of Calvary Family Health Center can provide free health screenings for Seniors, they can also help host a health fair in the Midtown Community
    3. *To learn more:* <http://204.3.134.175/health.html>
13. St. Dominic's
    1. *Overview of institution*: Healthcare facility and hospital in the Jackson Community
    2. *Area for Partnership:* St. Dominic’s can offer free screenings to the Seniors
    3. *To learn more:* http://www.stdom.com/

**Funding**:

1. AARP Foundation
   1. Overview of institution: According to the AARP’s foundation’s website *“The Foundation helps struggling seniors by being a force for change on the most serious issues they face today.*

*We provide: Direct Assistance -Working with local groups, government and national organizations, and corporations, the Foundation creates and supports solutions that help older people meet life's essentials: food, housing, income and personal connection. Legal Advocacy- We stand up for mature individuals in the courts. AARP Foundation Litigation advocates on behalf of older Americans, protecting their legal rights in critical retirement, health, long-term care and consumer issues.   
Raising Awareness-We work to increase awareness among individuals and thought leaders about the critical issues low-income older Americans face today, including research into causes and longtime solutions for these problems.”*

* 1. Area for funding: The AARP Foundation would be able to provide direct funding to the senior meal program to help increase its overall budget.
  2. To learn more: <http://www.aarp.org/aarp-foundation/about-us/>

1. The Fox/Everett
   1. Overview of institution: Fox/Everett is the largest independently owned agency in Mississippi and one of the Southeast's most successful insurance brokers.
   2. Area for funding: Fox/Everett could provide a corporate contribution to the senior meal program to help increase its budget to purchase healthy produce.
   3. To learn more: Visit <http://www.foxeverett.com/communityservice>
2. Churches in the Community
   1. Overview of institution: Jackson, MS has a rich tradition of churches in the community who donate to various causes and are very active in the community
   2. Area for funding: Various churches in Jackson set aside funding for community organizations, a written request would be required to inquire about funding.
   3. To learn more: Conduct an online search of churches in the Jackson, MS
3. Kroger Foundation
   1. Overview of institution: Kroger Foundation is an American retailer founded by Bernard Kroger in 1883 in Cincinnati, Ohio. It is the country's largest grocery store chain, its second-largest general retailer by revenue, and fourth-largest retailer in the world.
   2. Area for funding: Each year the Kroger Foundation provides funding for non-profit organizations that work in communities across the United States; funding from the foundation could go to the overall budget of the senior program.
   3. To learn more: <http://www.thekrogerco.com/community>
4. Blue Cross Blue Shield of Mississippi Foundation
   1. Overview of institution: Foundation that provides funding to non-profit organizations that have created health and wellness programs in their communities
   2. Area for funding: Funding from the foundation could be used to increase the overall budget of the senior program and to help reach its wellness and health goals.
   3. To learn more: <http://www.healthiermississippi.org>
5. Entergy Foundation
   1. Overview of institution: Entergy Foundation gives out numerous grants to community organizations to help fund low-income educational initiatives and programs
   2. Area for funding: Funding from the foundation could be used to fund health and wellness educational information for the seniors or help pay for free health fairs and screenings

**Appendix 3: Sample Letter Requesting Donations from Local Churches**

To Whom It my Concern:

I am writing a letter regarding your church’s ability to give donations/funding to local non-profits in the community to help fund local programs. Midtown Partners, a non-profit which is located in the Midtown community of Jackson, is looking to make its Senior Wellness and Health Program healthier for the seniors.

Currently, we are receiving funding from the Mississippi Food Network to help our seniors but it's not nearly enough for the healthy meals we would like to prepare. The senior program has between anywhere between 20-25 who receive our meals on a regular basis and with additional funding, we can feed anywhere between 100-150 meals to seniors each week.

We have received small monetary support and volunteer staff help in the early stages of this project but to achieve our vision of a healthier senior community, we need more support from location organizations. Currently, we are requesting support in the range of $500 a month.

We invite you to visit our program at 329 Adelle Street, Jackson, MS, 39202 and call or email to arrange an in-person meeting (601) 354-5373 or jeremiahlowery@midtownpartners.org. We will be glad to submit a full proposal with additional information for further review.

**Appendix 4: Sample Letter of Inquiry seeking Partnerships or Collaborations**

My name is \_\_\_\_\_\_\_\_\_\_ and I am insert title .

I am writing to you because I believe that you, through name of organization seeking partnership or collaborations with, share our belief that senior hunger, health and wellness are very important issues in our community. We also believe in creating partnerships (or collaborations) among organizations in the community.

Currently, our Senior Meal program has a mission to serve meals 3 times a week to seniors in the Midtown Community who mostly fall below the poverty level. Although we believe that our meal program has done an amazing job so far in feeding seniors in the community, we would like to expand the program to include more wellness programming and also provide healthier meal options to the seniors.

Our reason for approaching you is that we are seeking partnerships (or collaborations) with like-minded organizations in the area, organizations that also have a goal of seeing more seniors healthy and provided for. In trying to identify those organizations that share our goal it was hard to go overlook your organization, which has done amazing work for the community members in Jackson.

Some of the ideal help we would need from your organization include:

* list the ways the organization can assist the Senior Program

We think this arrangement would provide your organization with a real community profile boost through our program. We think this arrangement could also benefit the community through strengthening the work we are doing to insure a healthy future for seniors.

I can be contacted during business hours on XXX XXXX, or on mobile XXX XXXX. I look forward to discussing this opportunity with you.

Thanks for your time.

**Appendix 5: Sample Letter of Inquiry for Foundations**

Midtown Partners, Inc. seeks support of $ from the (ABC/XYZ Foundation) for general support for our Senior Meal program. The current Senior Meal program serves free meals to seniors in the Midtown community in Jackson, MS, and we seek funding to help support our program.

The program accomplishes two main objectives:

* Provide healthy and fresh meals to seniors in the Midtown community
* Contribute to the health and wellness of the seniors in the Midtown community.

Currently, the Midtown community has a senior population that consists of almost 15 percent of its total population, with 26 percent of the population entering the age of retirement in the coming years. The meals that Midtown Partners serves are mostly to African American seniors who are low-income or living below the poverty level. At the current rate of rising seniors and based upon Midtown’s rate of poverty, we are estimating that the need for the program will significantly increase in the next 5-10 years.

Therefore, this program seeks to create a more sustainable and stronger community by empowering and feeding seniors directly impacted by the negative effects of poverty and illness in the community. The current program provides free meals to seniors in the community every Monday through Friday, and we would like to increase the budget of the program to purchase healthier food items and also expand the program to include a wellness component. Some of the ideas for the wellness component include health screenings, health fairs, and raised bed gardens.

We are grateful for the support we received from \_\_\_\_\_\_\_ for the program and we think that this new proposal may be of comparable interest to your (foundation/organization). We think this project is very much aligned with (ABC/XYZ)'s goals in (field of interest, other funded projects or guideline statement).  
  
The project that we seek funding for will \_\_\_\_\_, cost \_\_\_\_\_\_ total funding and will make a lasting difference in the lives of seniors. We expect the following concrete results:

* Overall improvement in the health and wellness of Seniors in the Midtown Community
* Increased involvement and exposure to volunteer opportunities for local colleges in the community
* Help create and strengthen community partnerships through collaborating on program development

We have received funding and volunteer staff help for the program, with support coming from \_\_\_\_\_\_\_\_\_\_\_\_\_.  
  
We invite you to visit our website at www.midtownpartners.org and call or email to arrange an in-person meeting. We will be glad to submit a full proposal with additional information for further review.

**Appendix 6: Sample Program Outreach Flyer**

Senior Meal, Health, and Wellness Program

The Midtown Partners is opening up its doors to provide free meals and health programming for seniors in the community. Some of the components of our program include free health screenings, meals, guest speakers, and wellness activities





If you are interested please complete the enclosed intake form, and call:

Midtown Partners, Inc.

Phone: (601) 354-5373 Fax: (601) 354-5643

329 Adelle Street

Jackson, Mississippi 39202

www.midtownpartners.org



**Appendix 7: Sample Meal, Health and Wellness Budget**

|  |  |  |  |
| --- | --- | --- | --- |
| Activity | Description | Estimated unit cost per month | Budget |
| Screenings:  Blood Glucose  Cholesterol  Health Risk Appraisals | Renting a van for transportation to and from hospital for screenings | $40 | $480 |
| Wellness and Health Education: Workshops and Speakers | Majority of Speakers will volunteer their time, so this includes the cost of an optional honorarium | $100 | $1200 |
| Food and kitchen operating expenses | Cost of additional food that is not donated and maintenance of the kitchen | $400 | $4800 |
| Wellness and Health Activities: Building Wellness Equipment  Gardening | Includes wellness activities in non-profit center and also trips to different wellness and health facilities. Also includes cost of any equipment needed for activities | $500 | $6000 |
| Miscellaneous:Printed materialsStaff CostsVolunteersSupplies |  | $50 | $600 |
| Total Budget |  | $1090 | $13,080 |

# 

# **Appendix 8: Sample Meal, Health and Wellness Interest Form**

If you are interested Senior Meal, Health and Wellness Program please complete this application

APPLICATION

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Age\_\_\_\_\_\_\_\_\_\_\_\_

Home Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State\_\_\_\_\_\_\_\_\_\_\_ Zip Code\_\_\_\_\_\_\_\_\_\_\_

Phone: (Home)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Work)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Cell)\_\_\_\_\_\_\_\_\_

E-mail \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Current work status: \_\_\_retired \_\_\_work full time \_\_\_work part time \_\_\_not employed

Are you currently disabled? Yes No

Do you have any health problems?  If yes, please explain.  
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
  
Are you on any medication?  If yes, please list:  
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
  
  
Why are you interested in participating in the program?  
  
\_\_Meals  
  
\_\_Improving Health  
  
\_\_Wellness and fitness programs   
  
\_\_Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
  
  
     
  
How did you find out about this program?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
  
Emergency Contact: Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_        Phone\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name Printed\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Forms can be:

* Hand Delivered or Mailed to: 329 Adelle Street, Jackson, Mississippi 39202.
* Submitted by email to \_\_\_\_\_\_\_\_\_\_\_\_\_\_, or
* Faxed to (601) 354-5643.

Please call (601) 354-5373 for more information.

**Appendix 9: Sample Sign-in and Sign-out sheet**

Week of: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date Completed: \_\_\_\_/\_\_\_\_\_\_/\_\_\_\_

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Day of Week | Date | Name  (When possible pre-print name in log – this adds to the participant’s sense of belonging in the program) | Sign-in Time | Sign-out Time |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

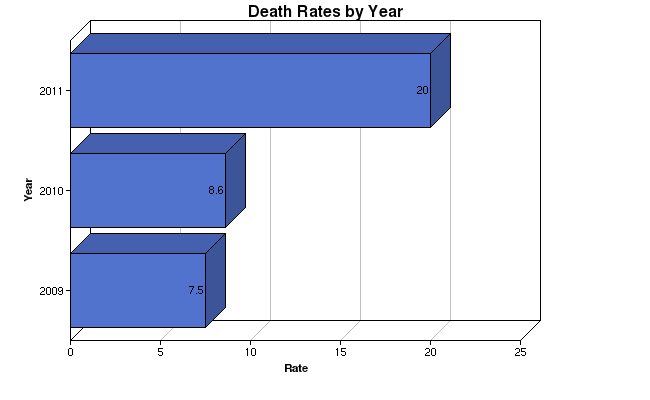
**Appendix 10: Sample Program Agenda**

|  |  |  |  |
| --- | --- | --- | --- |
| Session | Week | Description | Instructor |
| * Breathing exercises and the importance of staying hydrated | May 1st | Learn new breathing exercises to help you relax and also which healthy beverages are great to add to your meals |  |
| * Housing programs | May 22nd | Learn about housing repair programs and how to identify fixes needed on your home |  |
| * Cooking Workshop | June 2nd | Learn how to prepare easy and healthy meals with little to no added salt or sugar |  |
| * Employment opportunities for families | June 20th | Living with a family member who is struggling to find a job, learn about opportunities in the community |  |

**Appendix 11: Mortality rate for seniors with diabetes and heart disease in Jackson, MS**

Mortality rate for seniors with Diabetes in Jackson, MS

|  |  |
| --- | --- |
| Generated Statistical Table -MSTAHRS | |
|  | |
| Deaths | |
| Table ID | 74289 |
| Geography | Jackson |
| Sex | All |
| Race | All |
| Ethnicity | All |
| Age Group | All |
| Cause Group | Major Causes |
| Cause | [Diabetes mellitus](http://mstahrs.msdh.ms.gov/table/mortclass1.php?grp=5) |
| Calculation | Rates |

  
Labels 3D Grid

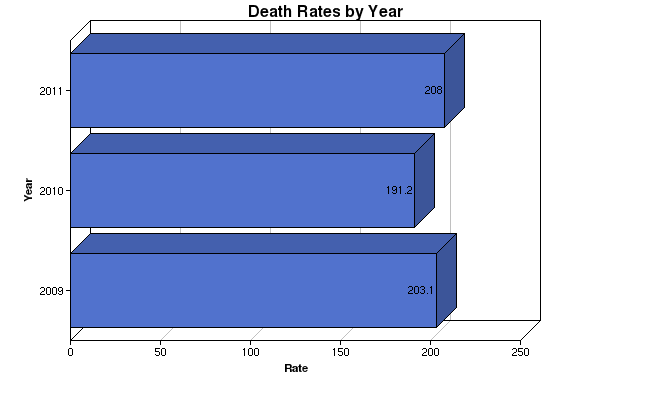
|  |  |  |
| --- | --- | --- |
| Year | Number | Rate |
| 2009 | 10 | 7.5 |
| 2010 | 12 | 8.6 |
| 2011 | 28 | 20.0 |

|  |  |
| --- | --- |
| \* | Rates expressed as per 100,000 population |
|  | Rates in shaded cells represent values calculated with less than 20 events |

Data source: The Mississippi Statistically Automated Health Resource System. MSTAHRS was developed by the Mississippi State Department of Health, Public Health Statistics.

Mortality rate for seniors with Heart Disease in Jackson, MS

|  |  |
| --- | --- |
| Generated Statistical Table -MSTAHRS | |
|  | |
| Deaths | |
| Table ID | 74292 |
| Geography | Jackson |
| Sex | All |
| Race | All |
| Ethnicity | All |
| Age Group | All |
| Cause Group | Major Causes |
| Cause | [Heart disease ->](http://mstahrs.msdh.ms.gov/table/mortclass1.php?grp=6) |
| Calculation | Rates |

  
Labels 3D Grid

|  |  |  |
| --- | --- | --- |
| Year | Number | Rate |
| 2009 | 270 | 203.1 |
| 2010 | 267 | 191.2 |
| 2011 | 291 | 208.0 |

|  |  |
| --- | --- |
| \* | Rates expressed as per 100,000 population |
|  | Rates in shaded cells represent values calculated with less than 20 events |

Data source: The Mississippi Statistically Automated Health Resource System. MSTAHRS was developed by the Mississippi State Department of Health, Public Health Statistics.

**Appendix 12 Sample program design input survey for seniors**

Your completion of the following questionnaire is important. We are interested in your honest opinions, whether they are positive or negative. Your responses to this questionnaire are anonymous and will be reported in group-form only. After completing this questionnaire, please fold it in half and return to\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_{customize location}

1) What are some of your favorite vegetables and fruits that you like to eat?

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  |  |  |  |
|  |  |  |  |  |

2) How do you hear about events in your neighborhood?

🗖 Flyer Where? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

🗖 Speaking Presentation Where? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

🗖 Other? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Staff Use Only: Is the applicant a returning participant?

|  |  |
| --- | --- |
| 🞏 | 🞏 |
| Yes | No |

Now we would like to learn about what you know and feel about some of the topics that will be covered in the program. Your answers will help us design the program to better fit your needs.

3) How much do you understand about the following topics?

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | A lot | Quite a bit | Some | Not much |
| a) Housing repairs | 🞏 | 🞏 | 🞏 | 🞏 |
| b) Cooking | 🞏 | 🞏 | 🞏 | 🞏 |
| c) Health and Nutrition | 🞏 | 🞏 | 🞏 | 🞏 |
| d) Importance of eating fruits & vegetables | 🞏 | 🞏 | 🞏 | 🞏 |
| e) Employment opportunities in the community | 🞏 | 🞏 | 🞏 | 🞏 |

4) How confident are you in your ability to do the following:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Very confident | Pretty confident | Somewhat confident | Not confident |
| a) Cook fresh vegetables | 🞏 | 🞏 | 🞏 | 🞏 |
| b) Grow fresh vegetables | 🞏 | 🞏 | 🞏 | 🞏 |
| c) Find housing repairs programs | 🞏 | 🞏 | 🞏 | 🞏 |
| d) Direct family members to employment opportunities | 🞏 | 🞏 | 🞏 | 🞏 |
| e) Appreciate the importance of leading a healthy life | 🞏 | 🞏 | 🞏 | 🞏 |

5) In your daily life, how likely or unlikely are you to do the following:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Very likely | Likely | Unlikely | Very unlikely | Don’t know |
| a) Eat fresh vegetables and fruit | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 |
| b) Eat foods that are produced locally, organically (ie, without pesticides) or sustainably | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 |
| c) Eat new kinds of food | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 |
| d) Keep a garden | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 |
| e) Provide healthy food for your family and yourself | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 |
| f) Focus on your health | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 |
| g) Give extra food to other people in your community | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 |

6) The following are statements people have made about the food in their household. Please tell me how often this statement has been true for your household in the past 30 days. Check only one box per row.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Always | Often | Sometimes | Never | Don’t know |
| a) We were not able to afford enough food to eat | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 |
| b) We were not able to help a family member find employment | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 |
| c) We were not able to make repairs on our house | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 |
| d) We were not able to afford to eat healthier meals | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 |

These last questions are about you. They will be used to categorize your answers by these demographic descriptors. Please check all the response boxes that best describe you and your household.

7) Are you…

🞏 Female

🞏 Male

8) Are you Spanish, Hispanic or Latino?

🞏 No 🞏 Yes

9) What best describes your race/ethnicity? (Please check all that apply.)

🞏 American Indian, Eskimo or Aleut

🞏 Asian, Asian Indian or Pacific Islander

🞏 Black or African American

🞏 White or Caucasian

🞏 Bi-racial/Multi-racial

🞏 Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

10) What is your age?

🞏 45 to 54 years

🞏 55 to 64 years

🞏 65 years or older

11) What is the highest level of formal education you have completed?

🞏 Less than 12 years

🞏 High school graduate/GED

🞏 Some college

🞏 Associate degree (AA, AS)

🞏 Bachelor’s degree (BA, AB, BS)

🞏 Advanced degree

12) What do you expect will be the average monthly income of your household before taxes this year (ie, 2012)?

🞏 Less than $750

🞏 $750 to $1,249

🞏 $1,250 to $2,083

🞏 $2,083 to $4,167

🞏 $4,167 or more

🞏 Don’t Know

13) Do you participate in:

🞏 WIC

🞏 SNAP

🞏 A housing repair program

🞏 Social Security or Medicare

14) What are some exercise activities that you enjoy?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

15) Are there any health screenings you would like to see offered to seniors for free?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

16) What are some meals you enjoy cooking at home?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

17) What do you enjoy doing for fun or when you have free time?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_/\_\_\_/\_\_\_

Could you please provide your phone number in case we need to follow up with you on your suggestions for the program?

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Appendix 13: Sample Participant Annual Survey**

Your completing of the following questionnaire is important. We are interested in your honest opinions, whether they are positive or negative. Your responses to this questionnaire are anonymous and will be reported in group-form only. After competing this questionnaire, please fold it in half and return to \_\_\_\_\_\_\_\_\_(customize location)

Please consider the senior Health and Wellness Program that you participated in and answer the following questions by checking the box that comes closest to your opinion.

1) How would you rate the following aspects of the meals?

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Excellent | Good | Fair | Poor | Don’t know |
| a) Quality meals served? | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 |
| b) Nutritional value of the meals? | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 |
| c) The way in which the meals were served? | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 |

2) How would you rate the senior Meal, Health and Wellness staff?

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Excellent | Good | Fair | Poor | Don’t know |
| 🞏 | 🞏 | 🞏 | 🞏 | 🞏 |

3) How would you rate your overall experience participating in a senior Meal, Health and Wellness Program?

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Excellent | Good | Fair | Poor | Don’t know |
| 🞏 | 🞏 | 🞏 | 🞏 | 🞏 |

Please consider the senior Meal, Health and Wellness program as a whole in answering the following questions…

4) What do you like best about the program?

5) What do you like least about the program?

6) To what extent has program met your needs?

|  |  |  |  |
| --- | --- | --- | --- |
| 🞏 | 🞏 | 🞏 | 🞏 |
| Almost all of my needs were met | Most of my needs were met | Some of my needs were met | None of my needs were met |

Please tell us more about your participation in the senior Meal, Health and Wellness program.

7) I attended the program on a weekly basis?

|  |  |  |  |
| --- | --- | --- | --- |
| 🞏 | 🞏 |  |  |
| Yes | No |  |  |

7a) If yes, how often?

|  |  |  |
| --- | --- | --- |
| 🞏 | 🞏 | 🞏 |
| every week other week | once a month | I visited one time |

8) Once you signed up for the Meal, Health and Wellness program, did you attend any health screenings, wellness workshops?

|  |  |
| --- | --- |
| 🞏 | 🞏 |
| Yes | No |

8a) If yes, how many?

|  |  |  |
| --- | --- | --- |
| 🞏 | 🞏 | 🞏 |
| every workshop | Attended some but not all | only one |

9) How long have you been participating in program?

\_\_\_\_\_ months or \_\_\_\_\_ years

10) Are there any challenges that affected your participation in the program (for example, hours, schedule, health.)?

|  |  |  |  |
| --- | --- | --- | --- |
| 🞏 | 🞏 |  |  |
| Yes | No |  |  |

10a) If yes, what kinds of challenges?

11) How much did you learn about the following topics as a result of participating in the program

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | A lot | Quite a bit | Some | Not much |
| a) Improving your health | 🞏 | 🞏 | 🞏 | 🞏 |
| b) Cooking | 🞏 | 🞏 | 🞏 | 🞏 |
| c) Health and Nutrition | 🞏 | 🞏 | 🞏 | 🞏 |
| d) Importance of eating fruits & vegetables | 🞏 | 🞏 | 🞏 | 🞏 |
| e) Sustainable gardening practices | 🞏 | 🞏 | 🞏 | 🞏 |

12) How confident are you in your ability to do the following after participating in the program?

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Very confident | Pretty confident | Somewhat confident | Not confident |
| a) Cook fresh vegetables | 🞏 | 🞏 | 🞏 | 🞏 |
| b) Grow fresh vegetables | 🞏 | 🞏 | 🞏 | 🞏 |
| c) Garden | 🞏 | 🞏 | 🞏 | 🞏 |
| d) Teach your family or friends about health or wellness | 🞏 | 🞏 | 🞏 | 🞏 |
| f) Appreciate the importance of leading a healthy life | 🞏 | 🞏 | 🞏 | 🞏 |

13) How likely or unlikely are you to do the following as a result of participating in a Meal, Health and Wellness Program?

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Very likely | Likely | Unlikely | Very unlikely | Don’t know |
| a) Eat fresh vegetables and fruit | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 |
| b) Eat foods that are produced locally, organically (ie, without pesticides) or sustainably | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 |
| c) Eat new kinds of food | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 |
| d) Keep a garden | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 |
| e) Provide healthy food for your family and yourself | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 |
| f) Focus on your health | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 |
| g) Give extra food to other people in your community | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 |

14) How has the quality of your life changed as a result of participating in this program?

Much better

Somewhat better

Neither better nor worse

Somewhat worse

Much worse

15) In what ways do you think your life is different (better or worse) because of participating in the program?

16) To best serve you in the future, what programs or events would you like to see at Midtown Partners?

17) Are there ways the program can improve? If yes, please explain.

18) The following are statements people have made about the food in their household. Please tell me how often this statement has been true for your household in the past 30 days. Check only one box per row.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Always | Often | Sometimes | Never | Don’t know |
| a) We were not able to afford enough food to eat | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 |
| b) We were not able to afford enough of the kinds of food we wanted to eat | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 |
| c) We were not able to afford to eat at all | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 |
| d) We were not able to afford to eat healthier meals | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 |

19) Please write any additional comments or questions below:

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_/\_\_\_/\_\_\_

Could you please provide your phone number in case we need to follow up with you on your experience with the program?

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Appendix 14: Sample Home Repair Flyer**

Midtown Homeowner Rehabilitation Program

Apply Today!

The Midtown Homeowner Rehabilitation Program is funded by the Federal Home Loan Bank (FHLB) of Dallas through Bank Plus and administered by Midtown Partners, Inc. This program provides up to $5,000 in a forgivable loan to cover the costs of home repair for reasons of structural integrity, health, safety, or handicap accessibility.

**In order to qualify, you:**

* Must be the owner of the house and property taxes must be current
* Must have a household income at or below 50% of Area Median Income

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **MAXIMUM INCOME BY HOUSEHOLD SIZE** | | | | | | | |
|  | **1 person** | **2 person** | **3 person** | **4 person** | **5 person** | **6 person** | **7 person** | **8 person** |
| **50% AMI** | $20,600 | $23,550 | $26,500 | $29,400 | $31,800 | $34,150 | $36,500 | $38,850 |

* Your home must be deemed in need of emergency repairs and suitable for rehabilitation
* You must reside in the Midtown community boundaries (between N. West Street, Woodrow Wilson Blvd, N. Mill Street, and Fortification Street)
* You must complete a financial counseling class

**In order to apply, complete the enclosed application form, and call Jeremiah Lowery:**

**Jeremiah Lowery**

**Midtown Partners, Inc.**

**Phone: (601) 354-5373 Fax: (601) 354-5643**

**329 Adelle Street**

**Jackson, Mississippi 39202**

[**www.midtownpartners.org**](http://www.midtownpartners.org)

[**jeremiahlowery@midtownpartners.org**](mailto:jeremiahlowery@midtownpartners.org)

**Conditions:** Program funds may not be used in conjunction with any approved AHP, SNAP or HELP grant. Additionally, recipients cannot have received any other FHLB grant in the last five years (i.e. during the retention period for the grant). The retention period for the grant is five years, during which, if the homeowner moves, sells the house, enters into foreclosure, or transfers the deed, they must tell FHLB of the situation and will have to pay a prorated portion of the forgivable grant. This program is best for people who do not plan on moving within the next five years. Also, the house must meet inspection requirements indicating it is suitable for rehabilitation.

**** 

**Appendix 15: Sample Meal and Wellness Workshops[[42]](#footnote-42)**

Sample Meal Plan

|  |  |
| --- | --- |
| Lunch Meal | Date |
| 1 bowl chicken mushroom noodle soup  ½ cup stir-fried spinach  Glass of water | Monday, July 8th 2013 |
| Veggie stew with whole-wheat cheese quesadilla  apple  Water or fruit juice | Tuesday, July 9th 2013 |
| Grilled chicken with brow rice and peas with carrots | Wednesday, July 10th, 2013 |
| Turkey sandwich on whole grain bread  Piece of fruit  Water and fruit juice | Thursday, July 11th, 2013 |
| Turkey Burger on whole wheat bun  Fresh fruit  Water and/or fruit juice | Friday, July 12th, 2013 |

Sample Wellness Workshops[[43]](#footnote-43)

|  |  |
| --- | --- |
| Workshop | Date |
| Blood Pressure and Stroke Prevention | Monday, July 8th, 2013 |
| The Challenges and Opportunities of Longevity: Living Longer and Better with Chronic Disease | Monday, July 22nd, 2013 |
| Healthy Eating for Successful Living | August, 12th, 2013 |
| Diabetes Self-Management | August, 26th, 2013 |
| Memory Loss and Brain Exercise | September, 9th, 2013 |

**Appendix 16 Sample outreach letter to seniors**

Dear [NAME]:

As you may know, obesity and inactive lifestyles have become deadly in the United States, and particularly in Jackson. The burden of health problems and health care costs are increasing for senior citizens. This requires us to take preventative action. Regular physical activity and eating healthy meals is an important step to help you and other seniors enjoy a long and healthy life. While some health problems are uncontrollable, the choices we make today can still have a profound effect on our health and quality of life tomorrow.

That is why Midtown Partners is set to kick off its “Meal, Health and Wellness program”.

This is an important first step to getting our community on the road to active living and healthier lifestyles. The goal is to increase opportunities for Midtown residents to participate in daily activity to increase wellness, receive healthy meals and improve their overall health.

The program is 3 days a week (Monday, Wednesday, and Friday) and it starts at 12pm and ends at 1:30pm. During each program you get an opportunity to participant in a workshop that teaches you how to improve your health and you will receive a free healthy meal provided by the Midtown Partners and the Mississippi Food Network. The wellness works will not only cover health topics but also topics to everyday issues that affect our lives like unemployment and housing repair.

The kick-off starts July 15, 2013 and I hope you can join us! To sign up please call XXX-XXXX , email \_\_\_\_\_\_\_\_\_\_, or visit our office at 329 Adelle Street, Jackson MS, 39202

Regards,

Jeremiah Lowery

**Appendix 17: Senior Meal, Health and Wellness Volunteer Annual Feedback Form**

Senior meal, health and wellness volunteer annual feedback form

We need your ideas to help us improve our volunteer program by completing this form. You may sign the form or remain anonymous, as you prefer.

1. How long have you been volunteering with us? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Please describe briefly your volunteer job(s) here.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Would you like to make any changes in your volunteer responsibilities at this time? If so, please describe.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. How many hours do you spend on average per month volunteering with us? \_\_\_\_\_\_\_\_\_\_\_
2. Would you like to volunteer more or less hours with us than you are now? If so, in what way?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Do you want to establish an end point to your volunteer commitment? If so, what would be your preferred end date?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. What are the main reasons you joined us as a volunteer?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. What are some of the main satisfactions you’re getting from your volunteer work with us now?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. What are some of the main dissatisfactions you’re getting from your volunteer work with us now?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. If you could change anything about the senior program, what would it be?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Appendix 18: Sample Volunteer Recruitment letter and Agreement**

Dear Potential volunteers:

Midtown Partners, Inc. is in the process of starting a senior Meal, Health and Wellness program in the Midtown Community! The seniors in the community are excited about the prospect of having a senior Meal, Health and Wellness program in the community. In order for us to make this program a reality, we need your help!

Midtown Partners, is asking for volunteers to help with the development, implementation and running of the program. If you have skills in or want to gain skills in program development, meal preparation, or outreach, then this program is perfect for you! Also, if you don't hold skills in any of these areas, and still would like to help then that is great as well.

Please fill out the information below and the volunteer intake form and call to schedule a time to come in for orientation

The volunteer facilitator training is held at \_\_\_\_\_\_\_\_\_\_. Volunteers should select one training time from the list below:

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Time: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Time: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

At Midtown, we undertake to:

* Introduce you to how the organization works and your role in it and to provide any training you need
* Provide regular meetings so that you can tell us if you are happy with how your volunteer work is organized and get feedback from us
* Respect your skills, dignity and individual wishes and do our best to meet them
* Reimburse agreed out of pocket expenses incurred by your volunteering
* Consult with you and keep you informed of possible changes
* Provide a safe workplace (see Health and Safety Policy) Adhere to our equal opportunities policy (see Equal Opportunities Policy)

I \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ undertake to:

* Work reliably and give as much warning as possible whenever I cannot work when expected
* Follow rules and procedures, including health and safety for seniors and myself, equal opportunities, respect for seniors and confidentiality (policies which I have received and read) Abide by the terms of the Data Protection Act 1984

Signed (volunteer) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed (supervisor) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## Appendix 19: Sample Volunteer Intake Form

## VOLUNTEER INTAKE FORM

*How did you hear about us?* Website ( ) Newspaper ( ) School ( ) Family/Friend ( )

Radio ( ) Social Networking Website ( ) Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Is this Court Appointed ?* YES\_\_ NO\_\_ *Permanent Midtown Resident?* YES\_\_ NO\_\_

*(Please Print Clearly)*

Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State: Zip Code\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Telephone # (Day Time) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Home #) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Cell Phone) \_\_\_\_\_\_\_\_\_\_

Email Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of Birth: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_\_\_

Emergency Contact\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Phone\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email Addre

*\*For funding purposes, we are required to ask the following demographic related information \* (Circle One)*

Gender: F Gender: Female Male

Race: African-American, Asian, Caucasian, Hispanic/Latino, Multi-Racial, Native American,

Other \_\_\_\_\_\_\_\_\_\_\_\_

In what area(s) are you most interested in volunteering?

Field Trips ( ) Housing and Poverty Issues ( )

Teaching Health & Wellness Workshops ( ) Senior Meals ( )

Helping Set up Workshop ( ) Recreation ( ) Project Leadership ( )

Availability: Would you like to be on our mail/email list to receive information (such as upcoming projects)? YES\_\_ NO\_\_

Availability to volunteer (Days and Hours):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Are you interested in being a Project Leader? YES\_\_ NO\_\_ If yes, what types of projects?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please list any special skills/experience you have (i.e. fundraising, program development, outreach)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please describe any special accommodations you may need (i.e. wheelchair accessibility)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Appendix 20: Sample Senior Wavier Form**

“I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, have enrolled in the personalized Meal, Health and Wellness program offered through Midtown Partners Inc. in Jackson, MS. I recognize that the program may involve physical activity including, but not limited to, muscle strength, cardiovascular conditioning, and other various fitness activities. I hereby affirm that I am in good physical condition and do not suffer from any known disability or condition which would prevent or limit my participation in this exercise activities. I acknowledge that my enrollment and subsequent participation is purely voluntary and in no way mandated by Midtown Partners.”

“In consideration of my participation in this program, I,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, hereby release Midtown Partners and its agents from any claims, demands, and causes of action as a result of my voluntary participation and enrollment.”

“I fully understand that I may injure myself as a result of my enrollment and subsequent participation in this program and I,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, hereby release Midtown Partners and its agents from any liability now or in the future for conditions that I may obtain. These conditions may include, but are not limited to, heart attacks, muscle strains, muscle pulls, muscle tears, broken bones, shin splints, heat prostration, injuries to knees, injuries to back, injuries to foot, or any other illness or soreness that I may incur, including death.”

I HEREBY AFFIRM THAT I HAVE READ AND FULLY UNDERSTAND THE

ABOVE STATEMENTS.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Participant Signature)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Date)

**Appendix 21: Midtown Senior Meal Program Pre-Workshop Survey Results**

The number in attendance for the Senior Meal program ranges from 15 to 20 people every Monday, Wednesday and Friday. I surveyed the 14 people who have attended every senior meal for the past 4 months. The attendance data was extracted from the Senior Meal program’s sign-in sheet.

1) Do you currently have diabetes?

|  |  |
| --- | --- |
| Yes | No |
| 50% | 50% |

2) Do you currently have high cholesterol?

|  |  |
| --- | --- |
| Yes | No |
| 64% | 36% |

3) Do you currently have high blood pressure?

|  |  |
| --- | --- |
| Yes | No |
| 100% | 0% |

4) How important is the nutritional value of the food you eat?

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Very important | Important | Fair | Not important | *Don’t know* |
| 50% | 43% | 7% | 0% | 0% |

5) How would you rate your current health?

|  |  |  |  |
| --- | --- | --- | --- |
| Excellent | Fair | Poor | *Don’t know* |
| 7% | 50% | 43% | 0% |

6) I would like more social fitness and exercise activities during the Midtown senior meal hours

|  |  |  |
| --- | --- | --- |
| Yes | No | *Don’t know* |
| 79% | 0% | 21% |

7) I would benefit from more health screenings and examinations

|  |  |  |
| --- | --- | --- |
| Yes | No | *Don’t know* |
| 79% | 21% | 0% |

**Appendix 22: Midtown Senior Meal Program Post-Workshops Survey Results**

1) How would you rate the presenter?

|  |  |  |  |
| --- | --- | --- | --- |
| Excellent | Fair | Poor | *Don’t know* |
| 100% | 0% | 0% | 0% |

2) Would you like more presenters to speak about health?

|  |  |  |
| --- | --- | --- |
| Yes | No | *Don’t know* |
| 100% | 0% | 0% |

5) How would you rate the last 2 senior meals?

|  |  |  |  |
| --- | --- | --- | --- |
| Excellent | Fair | Poor | *Don’t know* |
| 100% | 0% | 0% | 0% |

4) Would you like more meals prepared in a healthier way?

|  |  |  |
| --- | --- | --- |
| Yes | No | *Don’t know* |
| 100% | 0% | 0% |

**Appendix 23: Midtown Senior Meal Program Post-Workshops Survey**

Please complete the following survey to tell us about your experience with the last 2 Midtown Senior Meals and the wellness workshop. After completing this questionnaire, fold and turn in it.

Please consider your experience during the meals and wellness workshop and answer the following questions by checking the box that comes closest to your experience.

1) How would you rate the presenter?

|  |  |  |  |
| --- | --- | --- | --- |
| Excellent | Fair | Poor | *Don’t know* |
| 🞏 | 🞏 | 🞏 | 🞏 |

2) Would you like more presenters to speak about health?

|  |  |  |
| --- | --- | --- |
| Yes | No | *Don’t know* |
| 🞏 | 🞏 | 🞏 |

5) How would you rate the last 3 senior meals?

|  |  |  |  |
| --- | --- | --- | --- |
| Excellent | Fair | Poor | *Don’t know* |
| 🞏 | 🞏 | 🞏 | 🞏 |

4) Would you like more meals prepared in a healthier way?

|  |  |  |
| --- | --- | --- |
| Yes | No | *Don’t know* |
| 🞏 | 🞏 | 🞏 |

**Appendix 24: Midtown Senior Meal Program Pre-Workshops Survey**

Please complete the following survey to tell us about your experience with Midtown Senior Meal Program. After completing this questionnaire, fold and turn in it.

Please consider your experience during the Midtown senior meal program and answer the following questions by checking the box that comes closest to your experience.

1) Do currently have diabetes?

|  |  |
| --- | --- |
| Yes | No |
| 🞏 | 🞏 |

2) Do you currently have high cholesterol?

|  |  |
| --- | --- |
| Yes | No |
| 🞏 | 🞏 |

3) Do you currently have high blood pressure?

|  |  |
| --- | --- |
| Yes | No |
| 🞏 | 🞏 |

4) How important is the nutritional value of the food you eat?

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Very important | Important | Fair | Not important | *Don’t know* |
| 🞏 | 🞏 | 🞏 | 🞏 | 🞏 |

5) How would you rate your current health?

|  |  |  |  |
| --- | --- | --- | --- |
| Excellent | Fair | Poor | *Don’t know* |
| 🞏 | 🞏 | 🞏 | 🞏 |

6) I would like more social fitness and exercise activities during the Midtown senior meal hours

|  |  |  |
| --- | --- | --- |
| Yes | No | *Don’t know* |
| 🞏 | 🞏 | 🞏 |

7) I would benefit from more health screenings and examinations

|  |  |  |
| --- | --- | --- |
| Yes | No | *Don’t know* |
| 🞏 | 🞏 | 🞏 |

**Appendix 25: Additional References**

**Program development**

*Care Givers Inc*: Includes practical tips for working with the elderly

http://www.caregiversnh.org/volunteers/resources/practical-tips-working-with-elderly.pdf

*USDA Event Planning for Seniors Audiences*: Guide on how to plan and create community events for seniors

<http://www.fns.usda.gov/snap/outreach/toolkits/2011/resources/SNAP_SpecPop_EventPlanningSenior.pdf>

*Georgia Rural Health Association*: Step-by-step guide on how to create a senior wellness program.

http://grhainfo.org/2010Conference/docs/Presentations/GRHA\_Senior\_Wellness\_Program\_Sucess\_Butler\_Sept2010.pdf

**Nutritional and Food needs**

*Food Desert Locator*: Presents a spatial overview of where food-desert census tracts are located, provides selected population characteristics of food-desert census tracts, and offers data on food-desert census tracts that can be downloaded from community planning or research purposes.

<http://www.ers.usda.gov/data-products/food-desert-locator.aspx>

*USDA Nutrition Resources for Seniors*: Vetted food and nutrition information from across the federal government. It serves as a gateway to reliable information on nutrition, healthy eating, physical activity, and food safety for seniors.

<http://www.nutrition.gov/about-us>

*Home Instead Senior Care Recipes*: Recipes used by chefs who cook for seniors. For more recipes, call 614-486-6643 and Home Instead will send you a free recipe booklet.

<http://www.homeinstead.com/132/resources/Pages/RecipesForSeniors.aspx>

*South Dakota Department of Social Services Meals and Recipes*: Find links to the three different menu cycles in the Senior Meals program as well as breakfast recipes and menus.

<http://dss.sd.gov/elderlyservices/services/seniormeals/menusandrecipes.asp>

*Virginia Center on Ageing*: Ways to incorporate local produce and food into senior meals

<http://www.sahp.vcu.edu/vcoa/newsletter/ageaction/agespring10.pdf>

*Nutrition.com*: Includes dietary requirements and healthy eating tips for seniors.

http://www.nutrition.com.sg/he/heseniors.asp

**Wellness and Fitness**

*Seniors Health Insurance*: Information on the types of health screenings that are important to the health of seniors.

<http://www.seniors-health-insurance.com/health-screenings-seniors.php>

*Mayor Wellness Campaign*: Step-by-step guide to creating a senior fitness program

<http://www.mayorswellnesscampaign.org/images/stories/toolbox/seniors-toolbox.pdf>

**Outreach**

*USDA Tips for Culturally Appropriate Outreach Materials:* Includes tips and information on how to conduct outreach that is sensitive to the different cultures in your community.

http://www.fns.usda.gov/SNAP/outreach/toolkits/2011/resources/SNAP\_SpecPop\_CulturallyAppropriateOutreach.pdf

**Census Data**

*City data*: Income and poverty data for every city and neighborhood in the United States.

<http://www.city-data.com/city/Jackson-Mississippi.html>.

1. According to 2010 Census data the current senior population is in the range of 15-17 percent. [↑](#footnote-ref-1)
2. In 7 years the Midtown Community will have a senior population in the range of 17-20 percent. Within 15 years, 35 percent of the population will be entering retirement age or will be middle-aged (50+) and nearing retirement. To view census data please see Appendix 1 [↑](#footnote-ref-2)
3. Low-income seniors are at risk for:

   **Obesity**-*Why Low Income and Food Insecure People Are Vulnerable to Overweight and Obesity*. Food Research Action Center. http://frac.org/initiatives/hunger-and-obesity/why-are-low-income-and-food-insecure-people-vulnerable-to-obesity/. (Last visited 28 Jan. 2013),

   **Malnutrition**- *Hunger and the Senior: 5 Million Seniors at Risk of Malnutrition*. Comfort Keepers. http://comfortkeepers.com/information-center/news-and-highlights/hunger-and-the-senior. (Last visited 28 Jan. 2013)

   **Diabetes, heart disease, or Arthritis**- (Viteri, Gabriela. "Efficacy Nutrition Education Classes Targeting a Group of Low Income Elderly." Diss. Louisiana State University and Agricultural and Mechanical College, 2006. http://etd.lsu.edu/docs/available/etd-05172006-102745/unrestricted/Viteri\_thesis.pdf. (Last Visited 28 Jan. 2013).

   For morality rates of seniors with diabetes and heart disease please see Appendix 11. [↑](#footnote-ref-3)
4. *American Facts for Features: Grandparents Day 2012: Sept. 9*. Census Bureau, 31 July 2012. http://www.census.gov/newsroom/releases/archives/facts\_for\_features\_special\_editions/cb12-ff17.html (Last visited 28 Jan. 2013) [↑](#footnote-ref-4)
5. *Study: Elderly Lack Resources*. Global Action on Aging, 5 May 2003. http://www.globalaging.org/elderrights/us/lackresources.htm. (Last visited 28 Jan. 2013) [↑](#footnote-ref-5)
6. *Addressing Senior Hunger Comments*. Food Research & Action Center, http://frac.org/initiatives/addressing-senior-hunger. (Last visited 28 Jan. 2013 ) [↑](#footnote-ref-6)
7. Some of those organizations include SNAP and WIC offices, senior fitness centers, and local government health departments [↑](#footnote-ref-7)
8. *Reaping the Financial Benefits of Investing in Wellness Programs*. The Assisted Living Federation of America, http://www.alfa.org/News/2547/Reaping-the-Financial-Benefits-of-Investing-in-Wellness-Programs. (Last visited 28 Jan. 2013.) [↑](#footnote-ref-8)
9. See Appendix 7 for a sample Senior Meal, Health and Wellness program budget [↑](#footnote-ref-9)
10. Sample resource strategy for a Senior Wellness program*: Finding Funds for Older Adult Wellness Programs*. Keiser Institute on Aging. http://kioa.keiser.com/ffoa/Finding%20Funds%20for%20Older%20Adult%20Wellness%20Programs.pdf. (Last visited 28 Jan. 2013) [↑](#footnote-ref-10)
11. Sample sustainability plan: *Sample Sustainability Plan*. Institute for Law and Justice. http://www.ilj.org/publications/docs/Sample\_Sustainability\_Action\_Plan.pdf. (Last visited 28 Jan. 2013) [↑](#footnote-ref-11)
12. Sample flyer can be viewed at Appendix 6 [↑](#footnote-ref-12)
13. USDA has created a report on conducting outreach to seniors: *Senior Outreach*. USDA. http://www.fns.usda.gov/snap/outreach/pdfs/toolkit/2011/Community/Special-Populations/senior\_outreach.pdf. (Last visited on 28 Jan. 2013) [↑](#footnote-ref-13)
14. Survey questions can be found at Appendix 24. [↑](#footnote-ref-14)
15. Survey questions can be found at Appendix 23 [↑](#footnote-ref-15)
16. Studies on health and diet as it correlates with a race and socioeconomic status can be found here:

    Lucan, Sean C., Frances K. Barg, and Judith A. Long. *American Public Health Association*100.4 (2010): 631-35.

    Stolley, M. R., and M. L. Fitzgibbon. "Effects of an Obesity Prevention Program on the Eating Behavior of African American Mothers and Daughters." *Health Education & Behavior* 24.2 (1997): 152-64.

    James, Delores. *Factors Influencing Food Choices, Dietary Intake, and Nutrition-related Attitudes among African Americans: Application of a Culturally Sensitive Model*. Taylor and Francis Online, 1 July 2010. http://www.tandfonline.com/doi/abs/10.1080/1355785042000285375. (Last visited 30 Jan. 2013)

    Popkin, Barry M., Anna Maria Siega-Riz, and Pamela S. Haines. "A Comparison of Dietary Trends among Racial and Socioeconomic Groups in the United States." *New England Journal of Medicine* 335.10 (1996): 716-20.

    Zenk, S. N., A. J. Schulz, B. A. Israel, S. A. James, S. Bao, and M. L. Wilson. "Neighborhood Racial Composition, Neighborhood Poverty, and the Spatial Accessibility of Supermarkets in Metropolitan Detroit." *American Journal of Public Health* 95.4 (2005): 660-67. [↑](#footnote-ref-16)
17. *HHS and NCI Launch National Campaign to Address Diet-Related Diseases Affecting African-American Men: Major Campaign Urges Men to Eat 9 Servings of Fruits and Vegetables a Day to Reduce Chronic Disease Risk*. National Cancer Institute, 24 Apr. 2003. http://www.cancer.gov/newscenter/newsfromnci/2003/9aday. (Last visited 30 Jan. 2013). [↑](#footnote-ref-17)
18. Results can be found at Appendix 21 [↑](#footnote-ref-18)
19. Post-workshop survey can be found at Appendix 22 [↑](#footnote-ref-19)
20. According to the USDA, a food desert is defined as “urban neighborhoods and rural towns without ready access (within 1 mile) to fresh, healthy, and affordable food. Instead of supermarkets and grocery stores, these communities may have no food access or are served only by fast food restaurants and convenience stores that offer few healthy, affordable food options. The lack of access contributes to a poor diet and can lead to higher levels of obesity and other diet-related diseases, such as diabetes and heart disease.” Agricultural Marketing Service." *Food Deserts*. USDA. http://apps.ams.usda.gov/fooddeserts/foodDeserts.aspx. (Last visited 30 Jan. 2013) [↑](#footnote-ref-20)
21. Sample program input questions can be found at Appendix 12 [↑](#footnote-ref-21)
22. For a sample senior meal plan see Appendix 15. [↑](#footnote-ref-22)
23. For sample senior wellness workshops see Appendix 15. [↑](#footnote-ref-23)
24. See appendix 14 for an example of a home repair program administered by Midtown Partners for which low-income seniors could qualify. [↑](#footnote-ref-24)
25. See appendix 10 for a sample schedule [↑](#footnote-ref-25)
26. For a sample list of potential partners and additional funding for a Meal, Health, and Wellness program for Midtown Partners please see appendix 2. The list contains the type of partnership each organization can provide and also the area of funding for each foundation and potential funder [↑](#footnote-ref-26)
27. For a sample letter inquiring about foundation funding for a Meal, Health and Wellness program please see Appendix 5 [↑](#footnote-ref-27)
28. For a sample letter inquiring about forming a partnership for a Meal, Health and Wellness program please see Appendix 4 [↑](#footnote-ref-28)
29. *Senior Outreach*. USDA. http://www.fns.usda.gov/snap/outreach/pdfs/toolkit/2011/Community/Special-Populations/senior\_outreach.pdf. (Last visited on 28 Jan. 2013) [↑](#footnote-ref-29)
30. Appendix 16 contains a sample letter to seniors [↑](#footnote-ref-30)
31. See appendix 18 for a sample volunteer request letter [↑](#footnote-ref-31)
32. See appendix 19 for a sample volunteer intake form [↑](#footnote-ref-32)
33. See Appendix 25 for resources on nutritional guidelines for seniors [↑](#footnote-ref-33)
34. Section 3 of this guide contains a guide to conducting outreach for seniors [↑](#footnote-ref-34)
35. Appendix 12 contains a sample senior input survey [↑](#footnote-ref-35)
36. Appendix 13 contains a sample annual input survey for senior participants [↑](#footnote-ref-36)
37. Appendix 2 contains a list of potential partnerships and funding opportunities [↑](#footnote-ref-37)
38. Food safely recommendations for seniors: *To Your Health: Food Safety for Seniors*. Federal Drug Administration, Sept. 2006. http://www.fda.gov/downloads/Food/ResourcesForYou/Consumers/Seniors/UCM182784.pdf. (Last visited 08 Feb. 2013.) [↑](#footnote-ref-38)
39. See appendix 20 for a sample waiver form [↑](#footnote-ref-39)
40. USDA's community assessment guide: "Senior Outreach." *Cultural Competency*. USDA. http://www.fns.usda.gov/snap/outreach/pdfs/toolkit/2011/Community/Special-Populations/cultural\_competency.pdf. (Last visited 08 Feb. 2013) [↑](#footnote-ref-40)
41. Community Action's community assessment guide: Moore, Dianna. "Community Needs Assessment Tool Kit." *Community Action*. Missouri Association for Community Action & Missouri State CSBG Office, Apr. 2009. http://www.communityaction.org/files/HigherGround/Community\_Needs\_Assessment\_Tool\_Kit.pdf. (Last visited. 08 Feb. 2013). [↑](#footnote-ref-41)
42. Meal plan compiled with information from <http://www.nutrition.com.sg>, <http://www.harfordcountymd.gov/services/aging/Meals.cfm>,

    <http://www.helpguide.org/life/senior_nutrition.htm> [↑](#footnote-ref-42)
43. Wellness plan compiled with information from <http://nutritionandaging.fiu.edu/creative_solutions/wellness_programs.asp>

    <http://www.dorotusa.org/site/PageServer?pagename=seniors_programs_wellness_calendar_D#.UQmMlL_LSSo> [↑](#footnote-ref-43)