

Aging in Place Workshop
Sample Agenda Option #1 – Short Workshop/Single Session
 (Total time: 180 min)

| | Activity Time | Start Time |
|---------------------------------------------------------|--------------------------|----------------------------|
| Welcome & Intro | 10 min | 1:00 |
| Table Introductions | <u>5 min</u> | <u>1:10</u> |
| | 15 min | |
| | | |
| Workbook (1st half) | | |
| Section 1: Housing ¹ | 35 min | 1:15 |
| Key Points (~5 min) | | |
| Individual Workbook Time (20 min) | | |
| Small Group Discussion (~10 min) | | |
| Section 2: Health & Wellness | <u>35 min</u> | <u>1:50</u> |
| | 70 min | |
| <i>BREAK</i> | | |
| | <i>5 min</i> | <i>2:25 (start)</i> |
| Workbook (2nd half) | | |
| Section 3: Personal Finance | 30 min | 2:30 |
| Key Points (~5 min) | | |
| Individual Workbook Time (15 min) | | |
| Small Group Discussion (~10 min) | | |
| Section 4: Transportation | 20 min | 3:00 |
| Section 5: Connection & Growth | <u>20 min</u> | <u>3:20</u> |
| | 70 min | |
| | | |
| Closing Thoughts; Next Steps Beyond the Workshop | 15 min | 3:40 |
| Evaluation | <u>5 min</u> | <u>3:55</u> |
| | 20 min | |
| | | |
| <u>WORKSHOP END</u> | | 4:00 |

¹ We recommend that you cover each topic section in the same way: First, you should take about 5 minutes to cover the key points with the whole group. Next, you will want to give your participants a certain amount of time to read and answer the workbook questions for that section. Leave some time at the end for either small group or whole group discussion. **In the sample agenda above, a suggested breakdown is shown for the Housing and Personal Finance sections. The recommended TOTAL times are different for each section, so you will need to adjust accordingly.**