

Annual Program Planning Policy

Program, Community Relations, Fund Development

Approved:	Advisory Council, August 26, 2000
Amended:	June 26, 2007
To Be Reviewed:	Annually
Program Participants:	Volunteers, Advisory Council, Staff, DACC-ABE
Copies To:	LV-DAC Policy Manual, DACC-ABE

There is an on-going need to ensure the mission of ProLiteracy America and Literacy Volunteers of Doña Ana County is carried out through the development, implementation, and oversight of an annual program plan. The plan should address critical needs based on input through a Needs Assessment (see Community Needs Assessment Policy). To this end, the following policy is established to further ensure quality delivery of literacy services.

It shall be the policy of LV-DAC to annually re-address critical literacy needs in Doña Ana County through the development an “Annual Program Plan.” The planning will include goal setting, follow-up activities addressing adult learner and volunteer needs, community relations, sources of funding to support the plan’s goals, and measurable outcomes. To ensure follow-through, the Advisory Council, through its committees, shall meet with the affiliate’s staff as needed and provide oral and/or written reports at scheduled or specially called meetings of the Council.

DACC-ABE AND LV-DAC STAFF RECOMMEND THE PRODUCTION OF A TIMELINE TO ACCOMPANY THIS POLICY.



Literacy Volunteers of Doña Ana County
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