

## Standard Department Narrative Form

Department Name: **Council on Aging**

Department Number 541

### Purpose of Department/Mission

#### Department Staffing

- One part-time appointed Director (20 hours per week)
- Seven part-time unpaid council members

#### Mandated Services

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#### Other Programs/Services Provided

- Operate and maintain the Montague Senior Center
- Provide information, referral, outreach, nutrition, and health services to Montague and Gill Seniors
- Provide physical space, furnishings and kitchen equipment for the dining center (meal site) as outlined in the Memorandum of Understanding with Franklin County Home Care
- Identify problems and assess needs of approximately 1700 seniors in the town of Montague and 200 in the Town of Gill
- Counsel elders in accessing services and resources available to them
- Coordinate health, exercise/fitness, financial, social, education, nutrition, transportation, and advocacy programs, in cooperation with other agencies
- Provide direct service contact with homebound elders
- Develop an awareness of resources available to elders and their families through media and newsletters
- Meet state guidelines to maintain eligibility for state grants

#### Revenues Generated

- State grants