

4. Advisory Council

Per [45 CFR 1321.63](#), the area agency shall establish an advisory council. The council shall carry out advisory functions which further the area agency's mission of developing and coordinating community-based systems of services for all older individuals and family and older relative caregivers specific to each planning and service area. The council shall advise the agency relative to: developing and administering the area plan; ensuring the plan is available to older individuals, family caregivers, service providers, and the general public; conducting public hearings; representing the interests of older individuals and family caregivers; and reviewing and commenting on community policies, programs and actions which affect older individuals and family caregivers with the intent of assuring maximum coordination and responsiveness to older individuals and family caregivers.

The council shall include individuals and representatives of community organizations from or serving the planning and service area who will help to enhance the leadership role of the area agency in developing community-based systems of services targeting those in greatest economic need and greatest social need. The advisory council shall be made up of more than 50 percent of older individuals.

General Membership Characteristics

Type	Characteristic	Number
a	Older individuals, including minority individuals who are participants or who are eligible to participate in Older Americans Act programs, with efforts to include individuals who are in greatest economic need and individuals who are in greatest social need	
b	Representatives of older individuals	
c	Family caregivers, which may include older relative caregivers	
d	Representatives of health care provider organizations, including providers of veterans' health care (if appropriate)	
e	Representatives of service providers, which may include legal assistance, nutrition, evidence-based disease prevention and health promotion, caregiver, long-term care ombudsman, and other service providers	
f	Persons with leadership experience in the private and voluntary sectors	
g	Local elected officials	
h	The general public	
i	Representatives from Indian Tribes, Pueblos, or Tribal aging programs (as available)	
j	Older relative caregivers, including kin and grandparent caregivers of children or adults aged 18 to 59 with a disability (as available)	

Advisory Council Information

Chair Officer:

Term of Chair:	Start Date:	End Date:
Appointment Term:	Start Date:	End Date:

Process used to appoint members:

Dates of advisory council meetings for the current year:

Advisory Council Membership

Total number of Council Members (including vacancies): _____

If a position is unfilled, list "VACANT" on the list below under Member. Use the corresponding letter from the General Membership Characteristics table on page 1 to identify the membership type for each member. If more than one membership type applies, list all that apply.

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