

## FIDELITY CHECKLIST

Veterans Coffee Socials take many forms and should be adapted to local circumstances and attendee needs and preferences. While adaptation is essential to hosting a successful Social, some elements of Socials have proved effective and should be maintained. Over time, as Socials evolve, adherence to some of these essential elements may start to diminish. **The following checklist will help you think through how best to maintain your Social to facilitate its ongoing success and stay true to its central purpose.**

### Essential Elements – All of these elements must be present.

- The Social is located at a community location other than a VA facility.
- The Social is open to all Veterans in the community who wish to join.
- Attendance is not entered in the Veterans' medical records.
- The Social is held at least once per month (in-person or virtually).
- The primary objective is to foster social interaction in the community.
- The Social's format and content are shaped by attendees' preferences.
- The host encourages attendees to socialize outside the Social.
- The host is equipped with important information about VA and community services (e.g., Key Contacts Template and the National Resources Form).

### Recommended Elements –At least three of these items should be satisfied.

- The Social is open to Veterans' family members and friends.
- The host welcomes first-time attendees as they arrive.
- The host is a Veteran.
- The host regularly solicits feedback from attendees to continually improve the Social.
- The host intentionally and consistently fosters relationships with community partners and Veterans (e.g., by contacting local Veteran organizations) to develop and sustain the Social.
- The host develops and implements strategies to transition hosting duties if needed.
- The host connects attendees with services they need.

### Elective Elements – Hosts should attempt to integrate some of these elements into their Social.

- Connect with other hosts and seek out local Veteran-focused coalitions.
- Invite guests to provide information on topics that attendees are interested in.
- Create a newsletter.
- Develop a social media presence (e.g., through an attendee-initiated Facebook group).