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OFFICE OF THE CITY CLERK
OAKLAND

2011 MAY 12 AM 9:30
CITY OF OAKLAND
AGENDA REPORT

TO: Office of the City Administrator
ATTN: P. Lamont Ewell, Interim City Administrator
FROM: Department of Human Services
DATE: May 24, 2011

RE: Resolution Authorizing The City Administrator To Apply For, Accept And Appropriate Grant Funds From The Corporation For National And Community Services (CNCS) In The Amount Of \$329,801 For The Senior Companion Program (SCP) And Foster, Grandparent Program (FGP) For The Fiscal Year 2011-2012

SUMMARY

Staff requests that the City Council approve a resolution authorizing the City Administrator to apply for, accept and appropriate one Senior Companion Program (SCP) grant and one Foster Grandparent Program (FGP) grant in the amounts estimated at \$299,090 and \$30,711, for a total of \$329,801. These grants are funded by the Corporation for National and Community Services (CNCS). The two grants are scheduled to begin effective July 1, 2011 through June 30, 2012. The two grants will provide senior volunteer opportunities to assist frail, monolingual and socially isolated seniors and at risk children and youth and their families.

FISCAL IMPACT

Funding will be appropriated to the Department of Human Services as follows:

- Grant funds from the Corporation for National and Community Services in the amount of \$299,090 will be appropriated to the Corporation for National and Community Services (CNCS) Fund (2120), Senior Companion Program Organization (75241), and SCP/FED Project (G415910)
- Grant funds from the Corporation for National and Community Services in the amount of \$30,711 will be appropriated to CNCS Fund (2120), Foster Grandparent Program Organization (75241), and FGP/FED Project (G416110)

The General Purpose Fund will provide \$187,983 in General Purpose Fund (1010), Senior Companion Program Organization (75241), and SCP/FGP/FED/CTY MATCH FY 2011-12 Project (G415930) for administrative and volunteer program costs associated with the Senior Companion and Foster Grandparent programs.

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In past years, the City Council has waived the Central Services Overhead charge levied against this and other senior program grants. A waiver is necessary for this program in FY 2011-2012. The waiver of Central Services Overhead charges would be \$13,145 and impacts the General Purpose Fund (GPF), in that it reduces "recovery" amounts.

BACKGROUND

The purpose of the Senior Companion and Foster Grandparent Programs is to provide meaningful part-time volunteer opportunities for income eligible senior residents in the City of Oakland. Senior Companion volunteers assist frail, monolingual and socially isolated elders. They provide supportive person to person services to help elderly Oakland residents remain independent in their homes and community.

The Senior Companion Program is beginning its thirty fourth year of operation, effective July 26, 2011. Since the passage of the City Council's Resolution No. 56572 C.M.S., dated July 26, 1977, and even with the reduction in funding sources, the program has grown to support over one hundred Senior Companion volunteers.

Foster Grandparent volunteers provide assistance to at risk children and youth with special and exceptional needs. They help children learn to read and care for children/youth with disabilities (i.e. physically and emotionally challenged). Since its inception in 1999, the Foster Grandparents continue to address the needs of children/youth and their families in Oakland.

The SCP and FGP receive funds from the following partnerships/sources:

- Corporation for National and Community Services (CNCS) funds sixty-seven (67) SCP volunteers and twelve FGP volunteers.
- Partnership with the Oakland Fire Department provides the SCP four (4) additional volunteers and one Case Manager funded by the CDBG for the OSCAR 911 Project. The funding base varies annually.
- Partnership with the Experience Corps allows the FGP to leverage funding for four (4) additional volunteers.
- The City of Oakland General Purpose Fund supports staff and recognition activities.

KEY ISSUES AND IMPACTS

The Senior Companion and Foster Grandparent programs serve vulnerable and at risk residents of Oakland. Both programs serve a dual function in that the clients benefit from the assistance provided by the volunteers and in turn, the volunteers gain a sense of civic responsibility and satisfaction. Volunteers and clients improve the quality of their lives and their respective communities. The Senior Companion Program and Foster Grandparent Program come under the Federal Domestic Volunteer Act of 1973, as amended.

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Under these guidelines, the administration of SC/FG program requires that 90% of the grant funds go directly to low-income eligible volunteers. There are no income requirements for the clients served by the volunteers. The City's General Purpose Fund (GPF) will provide \$187,983 to support the grant funds. The grant monies provide for the volunteer support expenditures including stipends, meals, transportation, liability insurance, recognition, uniform identification badges and other allowable expenses.

The SCP and FGP are targeted for reduced funding in FY 2012 at the federal level from the Corporation for National and Community Services. The status of funding the Senior Companion and Foster Grandparent programs is under legislative review. Staff is waiting for information regarding potential cuts and impact on the local level.

PROGRAM DESCRIPTION

The Senior Companion Program (SCP) and Foster Grandparent Program (FGP) provide volunteer opportunities for seniors to help strengthen their communities.

Each volunteer is required to meet specific program eligibility requirements before conferring the title of Senior Companion or Foster Grandparent. Companions and Grandparents must be age 55 and above, low-income (if receiving a stipend), and have completed thirty (30) hours of pre-service training (i.e. rules, regulations, in-home decorum, emergency procedures, forms completion, etc.). All volunteers are required to be certified as eligible participants annually and to attend twice a month in-service training classes provided by consultants and program staff. These classes provide the volunteers with pertinent information to enhance their understanding of the aging process and to upgrade their skills in obtaining resources to assist their clients. The Foster Grandparents also receive basic volunteer training. The in-service training classes are provided by professional consultants in early childhood development and related fields. Program staff and site coordinators provide additional training for volunteers placed in child care centers, schools, recreation and Head Start centers.

Senior Companions and Foster Grandparents, who are income eligible, must volunteer 15 to 20 hours a week to receive a stipend (non-taxable exempt contribution) of \$2.65 per hour of volunteer service. A volunteer may serve 1,044 hours annually. Other nominal contributions, to defray the personal expenses of a low-income volunteer wanting to serve his/her community, include small contributions towards lunch at \$2.00 a day and \$13.00 a month towards the payment for a bus pass and/or auto expenses. These contributions vary and are adjusted based on available funds to provide additional supports for each volunteer.

Annually, Senior Companions and Foster Grandparents contribute upwards to 90,000 hours of volunteer service. The Senior Companions serve an unduplicated count of 350-650 clients who are frail and/or elderly. Foster Grandparents serve 100-150 children and youth who have special and exceptional needs. These clients are served annually and a care plan (SC) or activity plan (FG) is maintained on each client to identify the level of service performed by each volunteer.

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Community based programs provide staff to serve as station supervisors for Senior Companions and Foster Grandparents. The Foster Grandparent and Senior Companion programs partner under a Memorandum of Understanding with eighteen (18) to twenty- four (24) community based programs to place volunteers, who are then assigned clients, supervised and monitored monthly.

The community based stations represent a wide variety of professional programs including non-profit and private/public service programs (i.e. East Oakland Health Center, Catholic Charities of the East Bay, Allen Temple Arms, Family Bridges, Sojourner Truth Manor, DeFremery Park & Recreation Center, Eastmont Mall Head Start and child care centers).

Senior Companions assist in some of the following areas: escorting to and from medical appointments, shopping, completing forms, connecting their clients to services, making referrals, assessing in-home safety needs, translating in the client's language, reading, writing and phoning for clients, providing respite for family care-givers and performing other care activities to ensure some semblance of independence in the lives of the elderly. Foster Grandparents assist children and youth with reading, writing, learning and cognitive development activities, play and socialization enhancement activities, assisting teachers to schedule appointments, field trip activities and assignment coordination with child/youth and parents.

Additionally, Oakland Senior Companion Assessment and Referral Program (OSCAR), in partnership with the Oakland Fire Department, completed over six hundred 911 Registry assessments forms. This partnership continues to demonstrate an innovative approach to engage Senior Companion volunteers in civic assignments.

The Oakland Senior Companion Program in partnership with the Oakland Paratransit for the Elderly and Disabled Program (OPED) created the Taxi Up & Go Program (TUGO). The program escorted frail, monolingual and socially isolated clients. Senior Companions and program staff trained caregivers and station supervisors to use the scrip/voucher system. Senior Companions assisted clients to access taxi transportation primarily for medical and shopping appointments.

The volunteers and clients (i.e. frail/elderly and children/youth) assisted by both the Senior Companion Program and Foster Grandparent Program live throughout the City of Oakland and surrounding areas. The combined ethnicity of both volunteers and clients participating in both programs are as follows: Asian /Pacific Islander (60 %), African American (30 %), Hispanic (3%), Caucasian (4%) and Other (3%). See the number of Clients Served by City of Oakland Council Districts. (*Attachment A*)

EVALUATION OF PAST PERFORMANCE

The Senior Companion and Foster Grandparent Programs are monitored by the Corporation for National and Community Services annually. Both programs are required to complete additional assessments annually to review the quality of service performed and received as follows:

1. Annual satisfaction surveys of 350 - 650 clients.
2. Annual satisfaction surveys of 85 -90 volunteers.
3. Annual satisfaction surveys of 24 - station supervisors.
4. Annual self assessment of station sites by the Advisory Council/staff.
5. Annual volunteer performance evaluations are completed by station supervisors.
6. The Corporation for National and Community Services performs annual site monitoring visits to assess the program and fiscal management of both the Senior Companion and Foster Grandparent programs.

Ninety percent (90%) of the clients surveyed in FY 09-10 reported that Senior Companion and Foster Grandparent volunteers make a difference in their lives and have helped at risk children and youth to develop social skills. The Corporation for National and Community Services evaluation report recommended that the City of Oakland increase the number of Foster Grandparent volunteers and services to at risk children and youth and their families. Senior volunteer services (SCP/FGP) will continue to use client and volunteer surveys, outside contract assessments and evaluation formats to improve the program's performance in general.

SUSTAINABLE OPPORTUNITIES

Economic: Eligible senior volunteers receive non-taxable supplemental income to defray the high cost of living on fixed incomes.

Environmental: This report has no environmental impact.

Social Equity: Senior volunteers perform civic engagement interventions that make their neighborhoods stronger by helping the frail and isolated elderly and children/youth that are at-risk and have special needs with social, educational and health related activities.

DISABILITY AND SENIOR CITIZEN ACCESS

The Department of Human Services provides opportunities for equal access for people with disabilities and senior citizens to all programs, services and activities which result in the preservation of dignity, the right to independence, and the ability to live self-directed lives.


RECOMMENDATION(S) AND RATIONALE

Staff recommends that the City of Oakland accept the report and approve a resolution authorizing the City Administrator to accept and appropriate various grants for the Senior Companion Program and Foster Grandparent Program from the Corporation for National and Community Service in the amount of \$329,801 for July 1, 2011 through June 30, 2012.

ACTION REQUESTED OF THE CITY COUNCIL

That the City Council approve a resolution authorizing the City Administrator to apply for, accept and appropriate two grants in the amount of \$329,801 from the Corporation for National and Community Service in Fiscal Year 2011-12.

Respectfully submitted,



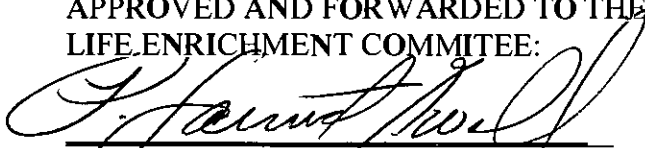
ANDREA YOUNGDAHL
Director, Department of Human Services

Reviewed by: Brendalynn Goodall, Manager
Aging & Adult Services

Prepared by: Andrea Turner, Supervisor
Senior Companion Program
Foster Grandparent Program

ATTACHMENT A - SCP/FGP FY 09-10-Clients Served By Function & Council Districts

APPROVED AND FORWARDED TO THE
LIFE ENRICHMENT COMMITTEE:



Office of the City Administrator

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Program Summary
Volunteers & Clients by City Council Districts
 Fiscal Year 2009 - 2010

ATTACHMENT A

	Sr Companion Program		Foster Grandparents		OSCAR (911)	TUGO Program	
	Volunteers	Clients	Volunteers	Clients	Clients	Volunteers	Clients
District No. 1	1	29	7	53	25	1	127
District No. 2	28	92	0	0	313	16	89
District No. 3	10	65	0	56	221	4	37
District No. 4	5	34	0	0	45	3	18
District No. 5	3	35	0	36	30	2	53
District No. 6	9	21	0	0	17	6	6
District No. 7	4	76	0	0	124	2	12
Alameda and Berkeley	16	60	4	8	0	7	8
Totals	76	412	11	153	775	41	350

FILED
OFFICE OF THE CITY CLERK
OAKLAND

JULY 12 AM 9:30

Approved as to Form and Legality


Oakland City Attorney's Office

OAKLAND CITY COUNCIL

Resolution No. _____ C.M.S.

RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR TO APPLY FOR, ACCEPT AND APPROPRIATE GRANT FUNDS FROM THE CORPORATION FOR NATIONAL AND COMMUNITY SERVICES (CNCS) IN THE AMOUNT OF \$329,801 FOR THE SENIOR COMPANION PROGRAM (SCP) AND FOSTER, GRANDPARENT PROGRAM (FGP) FOR THE FISCAL YEAR 2011-2012

WHEREAS, the City Council by Resolution No. 56572 C.M.S. dated July 26, 1977 applied for and received funds from the Corporation for National and Community Services (formerly, "ACTION") for the first City of Oakland Senior Companion Program (SCP) and in 1999 added the Foster Grandparent Program (FGP); and

WHEREAS, the City of Oakland SCP and FGP provide meaningful part-time volunteer opportunities for income eligible older persons who provide supportive assistance to the elderly, children and youth and their family members; and

WHEREAS, in order to continue funding low-income senior volunteers for the fiscal year of July 1, 2011 through June 30, 2012 the City of Oakland wishes to apply for and accept grant funds from the Corporation for National and Community Services (hereinafter, "CNCS") in the amounts of \$299,090 for SCP and \$30,711 for FGP; and

WHEREAS, the City will continue to support the SCP and FGP by paying a portion of the program staff salaries, fringe benefits and volunteer recognition activities from the General Purpose Fund (GPF) in the amount of \$187,983 for 2011-2012; now, therefore, be it

RESOLVED: That the City Administrator or his designee is hereby authorized and directed to apply for and accept the aforesaid grants and appropriate said funds to the City SCP and FGP; and be it

FURTHER RESOLVED: That the City Council appoints the City Administrator or his designee as agent of the City of Oakland to conduct all negotiations, execute and submit all documents and take the related actions that may be necessary for completion of the aforementioned grants with its basic purposes without returning to Council; and be it

FURTHER RESOLVED: That grant funds from the CNCS in the amount of \$299,090 will be deposited to Federal Fund (2120), Senior Companion Program Organization (75241), and SCP/Project (G415950); and be it

FURTHER RESOLVED: That grant funds from the CNCS in the amount of \$30,711 will be deposited to Federal Fund (2120), Foster Grandparent Program Organization (75241), and FGP/Project (G 416130); and be it

FURTHER RESOLVED: The Central Service Overhead is hereby waived; and be it

FURTHER RESOLVED: That should additional funds be received, the City Administrator or his designee is authorized to appropriate it for the purpose described above without returning to City Council.

IN COUNCIL, OAKLAND, CALIFORNIA, _____

PASSED BY THE FOLLOWING VOTE:

AYES - BROOKS, BRUNNER, DE LA FUENTE, KAPLAN, KERNIGHAN, NADEL, SCHAAF, AND
PRESIDENT REID

NOES -

ABSENT -

ABSTENTION -

ATTEST:

LATONDA SIMMONS
City Clerk and Clerk of the Council of
the City of Oakland, California