

2010 MAY 27 PM 2: **CITY OF OAKLAND**  
**AGENDA REPORT**

TO: Office of the City Administrator  
ATTN: Dan Lindheim  
FROM: Department of Human Services  
DATE: June 8, 2010

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 2010-2011**

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**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, 2010 through June 30, 2011. 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), SCP/FED Project (G361310)
- 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), FGP/FED Project (G361610)

The General Purpose Fund will provide \$171,660 in Fund (1010), Senior Companion Program Organization (75241), SCP/FGP/FED/CTY MATCH FY 2010-11 Project (G361330) for administrative and volunteer program costs associated with the Senior

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Companion and Foster Grandparent programs. The SCP/FGP was cut at the state level and therefore will not receive funding from the Alameda County Area Agency on Aging and the City of Berkeley for FY 2010 -11. 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 2010-2011. The waiver of Central Services Overhead charges would be \$8,670 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 third year of operation, effective July 26, 2010. 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. physical and emotional 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 eight (8) FGP volunteers.
- Partnership with the Oakland Paratransit for the Elderly and Disabled (OPED) funds two (2-SCP) Senior Leaders and (1) Program Transportation Assistant
- Partnership with the Oakland Fire Department provides the SCP four (4) additional volunteers and (1) 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. 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

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Volunteer Act of 1973, as amended. 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 \$171,660 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.

## **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 forty (40) 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 Laney College instructors. 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, parks and recreation centers and Head Start.

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.

Community based programs provide staff to serve as station supervisors for Senior Companions and Foster Grandparents. The Foster Grandparent and Senior Companion programs partners under a Memorandum of Understanding with eighteen (18) to twenty-six (26) community based programs to place volunteers, who are then assigned clients, supervised and monitored monthly.

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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 five 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) served 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 served are as follows: Asian /Pacific Islander (70 %- decreased by 7%), African American (20 %- increased by 4%), Hispanic (3%-increased by 1%), Caucasian (4%-increased by 2%) and Other (3% increased by 2%). See the number of Clients Served by Zip Codes. (*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 26 station supervisors.

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4. Annual assessment of station sites by the Advisory Council/staff.
5. Annual volunteer performance evaluations are completed by station supervisors.

Ninety percent (90%) of the clients surveyed reported that Senior Companion and Foster Grandparent volunteers make a difference in their lives and have helped at risk children and youth learn to read. 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 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**

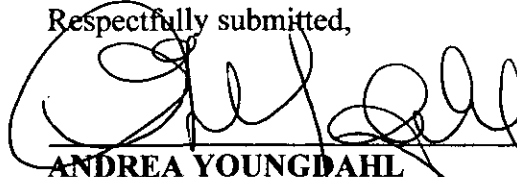
Staff recommends that the City of Oakland accept the report and approve a resolution authorizing the City Administrator to accept and appropriate various grants for the Senior Companion Program and Foster Grandparent Program from the Corporation for National and Community Service in the amount of \$329,801 for July 1, 2010 through June 30, 2011.

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**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 2010-11.

Respectfully submitted,



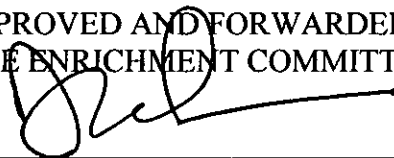
**ANDREA YOUNGDAHL**  
Director, Department of Human Services

Reviewed by: Brendalynn Goodall, Manager  
Aging & Adult Services

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

ATTACHMENT A - SCP/FGP FY 0910-Clients Served By Function & Zip Code

APPROVED AND FORWARDED TO THE  
LIFE ENRICHMENT COMMITTEE:



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Office of the City Administrator

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**ATTACHMENT A**

**Table I  
SENIOR COMPANION (SCP) & FOSTER GRANDPARENT (FGP) PROGRAMS  
FISCAL YEAR: 2009 - 2010**

**CLIENTS SERVED TO DATE BY FUNCTION AND ZIP CODE**

	<b>ZIP CODES</b>	<b># of Clients Served-SCP</b>	<b># of 911 Registry Clients Served -SCP</b>	<b># of SCP Vols</b>	<b># of FGP Vols</b>	<b># of Taxi-UP Clients</b>	<b>Total # of Clients Per ZIP</b>	<b>% Per ZIP</b>
1	94601	34	34	4	2	15	89	5.29
2	94602	15	21	6		5	47	2.78
3	94603	8	7	3		6	24	1.42
4	94604	1	1			3	5	0.29
5	94605	9	7	1		3	20	1.18
6	94606	97	70	19		60	246	14.60
7	94607	49	96	13		40	198	11.70
8	94608	3	8	4		43	58	3.45
9	94609	9	12		1	22	44	2.60
10	94610	14	8	3		15	40	2.30
11	94611	11	18	2	2	115	148	8.80
12	94612	45	116	8		200	369	21.90
13	94616	1				2	3	0.17
14	94618		1			12	13	0.75
15	94619	3	8			4	15	0.85
16	94621	14	128	10		121	273	16.20
17	94501	28	1	7	1		37	2.20
18	94540	1					1	0.05
19	94541	2	1				3	0.17
20	94544	2		1			3	0.17
21	94545	1					1	0.05
22	94546	1		1	1		3	0.17
23	94577			1			1	0.05
24	94578	3					3	0.75
25	94580	5		2			7	0.40
26	94702	12			1		13	0.75
27	94703	3		4	1		8	0.47
28	94704	2			1		3	0.17
29	94705			1	1		2	0.05
30	94710					3	3	0.17
31	95579	1					1	0.05
32	95610	1					1	0.05
<b>TOTALS:</b>		<b>375</b>	<b>537</b>	<b>90</b>	<b>11</b>	<b>669</b>	<b>1682</b>	<b>100</b>

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FILED  
OFFICE OF THE CITY CLERK  
OAKLAND

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Approved as to Form and Legality

  
Oakland City Attorney's Office

## OAKLAND CITY COUNCIL

Resolution No. \_\_\_\_\_ C.M.S.

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**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 2010-2011**

**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, 2010 through June 30, 2011 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 \$171,660 for 2010-2011; 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), SCP/Project (G361310); 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), FGP/Project (G361610); 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, DE LA FUENTE, KAPLAN, KERNIGHAN, NADEL, QUAN, REID, AND  
PRESIDENT BRUNNER

NOES -

ABSENT -

ABSTENTION -

ATTEST:

\_\_\_\_\_  
**LATONDA SIMMONS**  
City Clerk and Clerk of the Council of  
the City of Oakland, California