

2009 MAY 14 PM 4:31 CITY OF OAKLAND  
*AGENDA REPORT*

TO: Office of the City Administrator  
ATTN: Dan Lindheim  
FROM: Department of Human Services  
DATE: May 26, 2009

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 \$324,951 And The Alameda County Area Agency On Aging In The Amount Of \$19,554 And The City Of Berkeley In The Amount Of \$14,575 For The Senior Companion Program (SCP) And Foster Grandparent Program (FGP) For The Fiscal Year 2009-2010**

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**SUMMARY**

Staff requests that the City Council approve a resolution authorizing the City Administrator to apply for, accept and appropriate three Senior Companion Program (SCP) grants in amounts estimated at \$294,670, \$19,554, and \$14,575 and one Foster Grandparents (FGP) grant in amount estimated at \$30,281, for a total of \$359,080. These grants are funded by the Corporation for National and Community Service (CNCS), Alameda County Area Agency on Aging (AAA), and the City of Berkeley respectively. The four grants are scheduled to be effective July 1, 2009 through June 30, 2010. The four grants will provide senior volunteer opportunities to assist frail and socially isolated seniors and at-risk children and youth and their family members.

**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 \$294,670 will be appropriated to Corporation For National and Community Services (CNCS) Fund (2120), Senior Companion Program Organization (75241), SCP/FED Project (G361210)
- Grant funds from the Alameda County Area Agency on Aging in the amount of \$19,554 will be appropriated to California Department of Aging Fund (2132), Senior Companion Program Organization (75241), SCP/AAA Project (G361220)
- Grant funds from the City of Berkeley in the amount of \$14,575 will be appropriated to Department of Health and Human Services Fund (2128), Senior Companion Program Organization (75241), ESP/Berkeley Project (G361240)

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- Grant funds from the Corporation for National and Community Services in the amount of \$30,281 will be appropriated to CNCS Fund (2120), Foster Grandparent Program Organization (75241), FGP/FED Project (G361510)

The General Purpose Fund (1010) will provide \$173,020, Senior Companion Program Organization (75241), SCP/FD/CTY MATCH FY 2009-10 Project (G361230) for administrative and volunteer program costs associated with the Senior Companion and Foster Grandparent programs. In past years, the City Council has waived the Central Services Overhead levied against this and other senior program grants. A waiver is necessary for this program in FY 2009-2010. The waiver of Central Services Overhead charges would be \$8,140 and impacts the General Purpose Fund (GPF), in that it reduces "recovery" amounts.

## **BACKGROUND**

The purpose of the Senior Companion and Foster Grandparents Programs is to provide meaningful part-time volunteer opportunities for income eligible senior residents in the City of Oakland. Senior Companion volunteers offer supportive person-to-person services to Oakland's frail and elderly residents for the purpose of helping them remain independent in their homes and community. The Senior Companion Program is beginning its 32nd year of operation, effective July 26, 2009. Since the passage of City Council Resolution No. 56572 C.M.S., dated July 26, 1977, the program has grown to support over 100 Senior Companion volunteers.

Foster Grandparent volunteers provide children much needed attention that can change their lives. They help children learn to read and care for children/youth with disabilities (i.e., physically and emotionally challenged). Foster Grandparents mentor and help children/youth develop the skills, confidence and self-esteem to succeed in life. Since its inception in 1999, the program has addressed the needs of children/youth and their families in Oakland.

The FGP and SCP receive funds from the following sources:

- Corporation for National and Community Services (CNCS) funds sixty-seven (67) SCP volunteers and eight (8) FGP volunteers.
- Area Agency on Aging of Alameda County funds five (5) SCP volunteers;
- City of Berkeley funds four (4) SCP volunteers.
- Community Development Block Grant (CDBG) funds 1- Case Manager and one (1) SCP volunteer. This program's funding base varies annually.
- 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 pride and

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responsibility. All participants in both programs improve the quality of their lives while strengthening their respective communities.

The Senior Companion Program and Foster Grandparent Program come under the Federal Domestic 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 volunteers. The City's General Purpose Fund (GPF) will provide \$173,020 to support the grant funds. The grant monies provides for 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 60 and above, low-income 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 Laney College instructors. These classes provide the volunteers with pertinent information to enhance their understanding of the aging process and to bolster their skills in obtaining resources to assist their clients. The Foster Grandparent volunteers also receive basic volunteer training. Additional in-service training classes are provided by the site coordinators and program staff at child-care centers, schools, after school programs and Head Start.

Senior Companions and Foster Grandparents 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 up to 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 toward lunch at \$2.00 a day, and \$13.00 a month for a bus pass and/or auto expenses. *These contributions vary and are adjusted based on the funds available to provide additional support for each volunteer.*

Annually, Senior Companions and Foster Grandparents contribute up to 90,000 hours of volunteer service. Senior Companions serve an unduplicated count of 300-400 clients who are frail and/or elderly. Foster Grandparents serve 50 to 100 children and youth who are at risk and in need of special assistance. These clients are served annually and a care plan 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 Senior Companion and Foster Grandparent program collaborates

under a Memorandum of Understanding with nineteen (19) 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 (e.g., Allen Temple Arms, Family Bridges, Inc., Vietnamese American Community Center of the East Bay, St. Mary's, West Oakland Health Center, Oakland Unified School District, child care centers, and after school programs).

Senior Companions assist in escorting clients to and from medical appointments, shopping, completing forms, 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/youth and their families with reading, writing, learning and cognitive development activities, play and life skills enhancement activities, scheduling appointments, group and field trip activities, and mentoring for both the child and teen/young adult parents.

Additionally, Oakland Senior Companion Assessment and Referral (OSCAR) volunteers, in partnership with the Fire Department, completed over five hundred 911 Registry Assessment forms. The partnership has demonstrated an innovative approach to the use of Senior Companion volunteers engaged in civic assignments.

The Oakland Senior Companion Program has joined with the Oakland Paratransit for the Elderly and Disabled Program (OPED) to create the Taxi Up & Go Program (TUGO) to offer senior escort services to isolated frail elder needing assistance with transportation. Senior Companions assist monolingual clients facilitate the transportation system for medical appointments and shopping.

The volunteers and clients (frail/elderly and children/youth) served by both the Senior Companion Program and Foster Grandparent Program live throughout the City of Oakland and the surrounding areas. The combined ethnicity of both volunteers and clients served are as follows: Asian /Pacific Islander (77.65%), African American (16.70 %), Hispanic (2.26%), Caucasian (2.71%) and Other (0.68%). See attached Table 1: Clients Served by Zip Codes.

### Evaluation

SCP/FGP utilizes the following assessment mechanisms to review the quality of service performed and received:

1. Annual satisfaction surveys from its 300- 400 clients.
2. Annual satisfaction surveys from 70 - 80 volunteers.
3. Annual satisfaction surveys from 19- 24 Station Supervisors.
4. Assessment of Stations by the Advisory Council and Program Staff.

5. Station Supervisors complete annual evaluations on volunteers assigned to their community-based programs.

Eighty-seven percent (87%) of the clients surveyed reported that their volunteer exceeded their expectations when it came to helping them to maintain their independence and remain in their homes or assisting at-risk children/youth. The surveys underline the need for volunteers to connect the frail and elderly population with necessary resources such as meal programs, utility discount programs, transportation options and health education information; as well as to mentor and/or tutor at-risk children/youth. In addition to the program's use of satisfaction surveys, the SCP/FGP is evaluated annually by Federal, County and local funding agencies. Senior volunteer services (SCP/FGP) will continue to use client satisfaction surveys and volunteer evaluations to improve services and to evaluate the program's performance in general.

### **SUSTAINABLE OPPORTUNITIES**

#### ***Economic:***

Eligible senior volunteers receive supplemental income to defray the high cost of living on fixed incomes.

#### ***Environmental:***

This report has not identified any environmental opportunities.

#### ***Social Equity:***

Senior volunteers perform civic engagement interventions that make their neighborhoods stronger by helping frail and isolated seniors and children/youth, who 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**

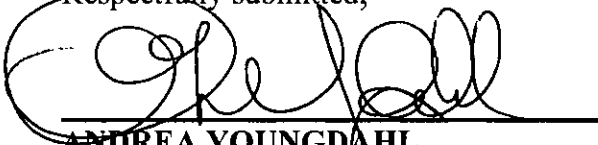
Staff recommends that the City Council accept the report and approve a resolution authorizing the City Administrator to accept and appropriate various grants for the Senior Companion Program and Foster Grandparent Program from the Corporation for National and Community Service, Alameda County Area Agency on Aging, and the City of Berkeley in a total amount of \$359,080 for July 1, 2009 through June 30, 2010.

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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 various grants in the amount of \$359,080 from the Corporation for National and Community Service, Alameda County Area Agency on Aging, and the City of Berkeley for the Senior Companion Program and Foster Grandparent Program in Fiscal Year 2009-10.

Respectfully submitted,



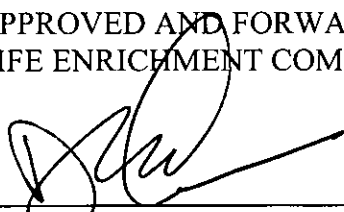
**ANDREA YOUNGDAHL,**  
Director, Department of Human Services

Reviewed by:  
Brendalynn Goodall, Manager  
Aging & Adult Services

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

ATTACHMENT A:  
SCP/FGP FY 0809-Clients Served By Function & Zip Code

APPROVED AND FORWARDED TO THE  
LIFE ENRICHMENT COMMITTEE:



\_\_\_\_\_  
Office of the City Administrator

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**ATTACHMENT A**

**Table I**  
**SENIOR COMPANION (SCP) AND FOSTER GRANDPARENT PROGRAMS (FGP)**  
**FISCAL YEAR: 2008-2009**  
**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>Total # of Clients Per ZIP</b>	<b>% Per ZIP</b>
94601	29	17	5	1	52	7.04
94602	16	12	4		32	4.33
94603	7	3	3		13	1.76
94604		1			1	0.14
94605	9	5	2	1	17	2.30
94606	82	34	21		137	18.53
94607	41	20	7		68	9.20
94608	5	8	3		16	2.16
94609	9	11			20	2.71
94610	8	6	4		18	2.43
94611	7	14	1	1	23	3.11
94612	41	106	7		154	20.83
94613		1			1	0.14
94615	1				1	0.14
94618		1			1	0.14
94619	6	4			10	1.35
94621	14	50	9		73	9.88
94501	29	9	8		46	6.22
94540	1				1	0.14
94541	2	1			3	0.40
94544	1		1		2	0.27
94545	1				1	0.14
94546	1		1	1	3	0.40
94574			1		1	0.14
94577	2				2	0.27
94578	4	1			5	0.68
94579	1				1	0.14
94580	5		2		7	0.95
94587	2	2			4	0.54
94701	1	1			2	0.27
94702	11			1	12	1.62
94703	3	1	3	1	8	1.08
94704	1			1	2	0.27
94705			1		1	0.14
94710	1				1	0.14
<b>Totals</b>	<b>341</b>	<b>308</b>	<b>83</b>	<b>7</b>	<b>739</b>	<b>100.00</b>

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.

Introduced by Councilmember \_\_\_\_\_

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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 \$324,951 AND THE ALAMEDA COUNTY AREA AGENCY ON AGING IN THE AMOUNT OF \$19,554 AND THE CITY OF BERKELEY IN THE AMOUNT OF \$14,575 FOR THE SENIOR COMPANION PROGRAM (SCP) AND FOSTER GRANDPARENT PROGRAM (FGP) FOR THE FISCAL YEAR 2009-2010**

**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 Alameda County Area Agency on Aging (hereinafter "AAA") and the City of Berkeley (hereinafter "Berkeley") have made available funds for the Senior Companion Program to provide volunteer opportunities to serve frail, socially isolated elders and family caregivers; 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 family members; and

**WHEREAS**, in order to continue funding low-income senior volunteers for the fiscal year of July 1, 2009 through June 30, 2010 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 \$294,670 for SCP and \$30,281 for FGP; from AAA in the amount of \$19,554 for SCP and from Berkeley in the amount of \$14,575 for SCP; 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 \$173,020 for FY 2009-2010; 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 and 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 \$294,670 will be deposited to Federal Fund (2120), Senior Companion Program Organization (75241), SCP/Project (G361210); and be it

**FURTHER RESOLVED:** That grant funds from the CNCS in the amount of \$30,281 will be deposited to Federal Fund (2120), Foster Grandparent Program Organization (75241), FGP/Project (G361510); and be it

**FURTHER RESOLVED:** That grant funds from the AAA in the amount of \$19,554 will be deposited to California Department of Aging Fund (2132), Senior Companion Program Organization (75241), SCP/Project (G361220); and be it

**FURTHER RESOLVED:** That grant funds from the Berkeley in the amount of \$14,575 will be deposited to Department of Health and Human Services Fund (2128), Senior Companion Program Organization (75241), SCP/Berkeley Project (G361240); and be it

**FURTHER RESOLVED:** That Central Service Overhead in the amount of \$8,140.00 is hereby waived; and be it

**FURTHER RESOLVED:** That should additional funds be received, the City Administrator or his designee is authorized to appropriate said funds for the purposes 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