



FILED
OFFICE OF THE CITY CLERK
OAKLAND

2017 MAY 12 AM 9:29

AGENDA REPORT

TO: Sabrina B. Landreth
City Administrator

FROM: Sara Bedford
Director, Human Services

SUBJECT: SCP/FGP Renewal Grant
FY 2017-2018

DATE: May 8, 2017

City Administrator Approval

Date:

5/11/17

RECOMMENDATION

Staff Recommends That The City Council Adopt A Resolution (1) Authorizing The City Administrator To Enter Into Grant Agreements To Accept And Appropriate Grant Funds For Fiscal Year 2017-2018 From The Corporation For National And Community Services (CNCS) In Amounts Not To Exceed \$287,126 For The Senior Companion Program And \$29,484 For The Foster Grandparent Program; (2) Authorizing The City Administrator To Accept And Appropriate Additional Grant Funds From CNCS Within The Grant Terms Without Returning To Council; And (3) Authorizing A Contribution From The General Purpose Fund In The Amount Equivalent To The Departmental Overhead Charges In An Estimated Amount Of \$6,513 And Central Services Overhead Charges In An Estimated Amount Of \$25,133.

EXECUTIVE SUMMARY

The continuation grants will provide seniors, ages 55 and above, volunteer opportunities to assist frail, monolingual, and socially isolated seniors and disadvantaged children, youth, and their families. The Senior Companion Program (SCP) grant estimated at \$287,126 and Foster Grandparent Program (FGP) estimated at \$29,484, for a total of \$316,610, are both funded by the Corporation for National and Community Services (CNCS). It further authorizes a contribution from the General Purpose Fund in an estimated amount of \$31,646 to support Departmental and Central Services Overhead charges that cannot be funded by the grant.

BACKGROUND / LEGISLATIVE HISTORY

The SCP is beginning its 40th year of operation, effective July 26, 2017. Pursuant to City Council Resolution No. 56572 C.M.S., dated July 26, 1977, the City first accepted the grant funds to provide meaningful part time volunteer opportunities for eligible senior residents in the City of Oakland. The SCP and FGP come under the Domestic Volunteer Act of 1973, as amended.

Item: _____
Life Enrichment Committee
May 23, 2017

The SCP volunteers assist frail, monolingual, and socially isolated elders. Foster Grandparents provide supportive assistance to K-12 disadvantaged and at risk children and youth. Both programs serve a dual function in that the elderly clients and youth/students benefit from the assistance provided by senior volunteers and in turn, the volunteers gain a sense of civic responsibility and satisfaction.

The SCP and FGP receive funds from the following sources:

- CNCS funds 65 SCP volunteers and eight FGP volunteers; and
- Alameda County Transportation Commission (ACTC) supports one SCP senior leader volunteer;
The City of Oakland General Purpose Fund supports departmental and central services overhead.

ANALYSIS AND POLICY ALTERNATIVES

Volunteer service hours are connected to the number of certified Senior Companions and Foster Grandparents who are eligible to place in service. Grant funds are contingent upon the number of volunteer placements and hours of service annually. Applicants for the Senior Companion and Foster Grandparent Programs must complete a criminal history pre-screening and clearance process before being assigned to serve in community based programs. The activities and interventions performed by the SCP volunteers will actively engage frail, monolingual and isolated elders to sustain their independence within the broader community. FGP will provide children and youth with high levels of need with mentoring and reading assistance. The community, in general, will have increased access to eligible and certified volunteers ready for placements in public and private community service based programs.

The City of Oakland's SCP and FGP must meet the following guidelines and performance objectives as required by all grantees funded by the CNCS:

- All volunteers are required to be certified annually to participate in either the SCP or FGP.
- Companions and Grandparents must be age 55 and above, have completed 40 hours of pre-service training, and be qualified as low income to receive a monthly stipend.
- Certified SCP and FGP participants must volunteer 15 to 20 hours weekly and serve up to 1044 hours annually.
- Program wide, the annual services goals for Senior Companions are 67,860 hours of service and Foster Grandparents are 8,352 hours of service.
- The Senior Companions assist 300 unduplicated clients who are frail, monolingual adults and or elderly. Foster Grandparents tutor and mentor 100 children and youth who require assistance to maintain their resilience.
- All volunteers and staff with recurring contact with vulnerable, disabled, and disadvantaged residents must undergo background checks, fingerprinting, and review by the Department of Justice (DOJ) and Federal Bureau of Investigation (FBI).
- Program volunteers are required to have liability and accident coverage provided by CIMA Volunteer Insurance.

FISCAL IMPACT

The grant monies provide for the volunteer support expenditures including fingerprinting, stipends, meals, transportation, liability insurance, recognition, uniform identification badges, and other allowable expenses. There are no income requirements for the clients served by the volunteers. As required by the CNCS, 80 percent of the grant funds go directly to support low income eligible volunteers.

The Fiscal Year (FY) 2017-2018 Senior Companion and Foster Grandparent grant funds are included in the Mayor's Proposed FY 2017-2019 budget pending City Council adoption and will be appropriated to the Human Services Department as follows:

- Grant funds from the CNCS in the amount of \$ 287,126 in the Federal Action Agency Fund (2120), Senior Companion Program Organization (75241), and FY 2017-2018 SCP/Federal Project (TBA);
- Grant funds from the CNCS in the amount of \$ 29,484 in the Federal Action Agency Fund (2120), Senior Companion Program Organization (75241), and FGP/Federal Project (TBA); and
- The General Purpose funds will provide \$285,451 in Fund (1010), and Projects (TBD), for Federal Match, fundraising, administrative and other volunteer programs costs associated with the Senior Companion and Foster Grandparent programs which is included in the Mayor's proposed FY 2017-2019 budget pending City Council adoption.

Based on the Federal administrative cost caps and level of required funding to support the program, the Human Services Department (HSD) is requesting a contribution from the general purpose fund in an amount equivalent to the departmental overhead in an estimated amount of \$6,513 and Central Services Overhead in an estimated amount of \$25,133.

Furthermore, staff is requesting authorization for the City Administrator to accept and appropriate any additional funding if it becomes available from the grantor, CNCS, within the duration of the grant term (July 1, 2017 - June 30, 2018) for the same purpose, without returning to Council.

PUBLIC OUTREACH / INTEREST

Under a memorandum of program guidance, Senior Companion and Foster Grandparent volunteers are assigned and placed in community service base programs. The programs include public and private organizations in which volunteers are assigned to assist Oakland residents and their families.

Volunteers are supervised at the following community based station sites:

- SCP/FGP – East Oakland Health Center, Westlake Christian Terrace, Allen Temple Arms, Family Bridges, St. Mary's Community Center, Posada De Colores, MSSP, Sojourner Truth Manor, deFremery and Redwood Heights/Park & Recreation Centers,

Centro Infantil De La Raza, Oakland Head Start, Oakland Unified School District/Experience Corps, Reading Partners, Berkeley Head Start, Studio and One Art Center.

PAST PERFORMANCE, EVALUATION AND FOLLOW-UP

The Senior Companion and Foster Grandparent volunteers, clients and station site supervisors complete annual program assessments and surveys. Additionally, the CNCS requires that the SCP and FGP complete both fiscal and program assessments. These reports are then tracked and monitored by the California State Office regional staff. The FY 2015-2016 surveys include:

1. Annual Program Service Assessment /Satisfaction Surveys of 300 SC Elderly clients resulting in 90 percent responding that they feel safe in their communities with the assistance of a Senior Companion volunteer.
2. Annual Program Service Assessment/Satisfaction Surveys of 300 SC/Taxi-Up & Go Project (TUGO) clients informed staff of a need to increase this service to meet the demands for shopping and medical appointment assistance.

Other annual assessments and evaluations in process for FY 2016-2017 include:

1. Annual Assessments of Children/Youth by station site supervisors of Foster Grandparents to determine the impact on learning: reading and development of their assigned mentees.
2. Annual Program Service Satisfaction Surveys of 75 volunteers.
3. Annual Program Service Satisfaction Surveys of 24 station Volunteer Performance Evaluations are completed by each station site supervisor.

The TUGO is an extended service performed by SCP volunteers in partnership with the Oakland Paratransit for the Elderly and Disabled (OPED). The SC volunteers escort program clients, family caregivers and adult/elderly residents to medical appointments and or grocery shopping. The project provides quarterly reports to the ACTC.

During FY 2017-2018, the SCP and FGP will continue to survey/assess program clients, community station site supervisors and other stakeholders to assess and evaluate the program's performance.

COORDINATION

The HSD Fiscal, Budget Office, Office of the City Attorney and Controller's Bureau were consulted in the preparation of this report and resolution.

SUSTAINABLE OPPORTUNITIES

Economic: Eligible senior volunteers receive non-taxable supplemental income to defray the high cost of living on fixed incomes. The SCP clients will benefit by receiving assistance to reduce the costs associated with aging, isolation, limited supports, and institutionalization. In alignment with Oakland Promise, at risk youth/children will improve their socialization and reading skills and increase school attendance (i.e. thus minimizing the juvenile detention factor at a potential cost savings to taxpayers).

Environmental: The report has no environmental impact.

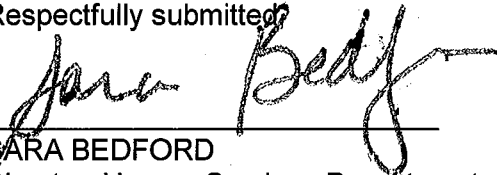
Social Equity: Through an extensive network of community based programs, senior volunteers perform civic engagement interventions that make their neighborhoods stronger by helping frail and isolated elders, children, and youth that are at risk and have special needs with social, educational and health related activities.

ACTION REQUESTED OF THE CITY COUNCIL

Staff Recommends That The City Council Adopt A Resolution (1) Authorizing The City Administrator To Enter Into Grant Agreements To Accept And Appropriate Grant Funds For Fiscal Year 2017-2018 From The Corporation For National And Community Services (CNCS) In Amounts Not To Exceed \$287,126 For The Senior Companion Program And \$29,484 For The Foster Grandparent Program; (2) Authorizing The City Administrator To Accept And Appropriate Additional Grant Funds From CNCS Within The Grant Terms Without Returning To Council; And (3) Authorizing A Contribution From The General Purpose Fund In The Amount Equivalent To The Departmental Overhead Charges In An Estimated Amount Of \$6,513 And Central Services Overhead Charges In An Estimated Amount Of \$25,133.

For questions regarding this report, please contact Scott Means, Aging and Adult Senior Services Manager, at (510) 238-6137.

Respectfully submitted,



SARA BEDFORD
Director, Human Services Department

AGING & ADULT SERVICES DIVISION

Reviewed by: Scott Means, Manager
Prepared by: Andrea Turner, Supervisor
Senior Companion & Foster Grandparent Programs

Macaulay
City Attorney

FILED
OFFICE OF THE CITY CLERK
OAKLAND

OAKLAND CITY COUNCIL

2017 MAY 12 AM 9:38

RESOLUTION No. _____ C.M.S.

Introduced by Councilmember _____

RESOLUTION (1) AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO GRANT AGREEMENTS TO ACCEPT AND APPROPRIATE GRANT FUNDS FOR FISCAL YEAR 2017-2018 FROM THE CORPORATION FOR NATIONAL AND COMMUNITY SERVICES (CNCS) IN AMOUNTS NOT TO EXCEED \$287,126 FOR THE SENIOR COMPANION PROGRAM AND \$29,484 FOR THE FOSTER GRANDPARENT PROGRAM; (2) AUTHORIZING THE CITY ADMINISTRATOR TO ACCEPT AND APPROPRIATE ADDITIONAL GRANT FUNDS FROM CNCS WITHIN THE GRANT TERMS WITHOUT RETURNING TO COUNCIL; AND (3) AUTHORIZING A CONTRIBUTION FROM THE GENERAL PURPOSE FUND IN THE AMOUNT EQUIVALENT TO THE DEPARTMENTAL OVERHEAD CHARGES IN AN ESTIMATED AMOUNT OF \$6,513 AND CENTRAL SERVICES OVERHEAD CHARGES IN AN ESTIMATED AMOUNT OF \$25,133

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 (CNCS) 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, 2017 through June 30, 2018 the City of Oakland wishes to apply for and accept grant funds from the CNCS in the amounts of \$287,126 for SCP and \$29,484 for FGP; and

WHEREAS, a contribution from the General Purpose Fund in an amount equivalent to the Departmental Overhead in an estimated amount of \$6,513 and Central Services Overhead in an estimated amount of \$25,133 is necessary in order to maximize benefits to seniors, and due to administrative cost restrictions for the grant; now, therefore, be it

RESOLVED: That the City Administrator or her designee is hereby authorized to enter into grant agreements, and accept and appropriate the aforesaid Senior Companion Program (SCP) and Foster Grandparent Program (FGP) grants from the CNCS in amounts not to exceed \$287,126 for the SCP and \$29,484 for the FGP, for a total amount from both grants of \$316,610 for FY 2017-2018; and be it

FURTHER RESOLVED: That grant funds from the CNCS in the amount of \$287,126 are included in the Mayor's Proposed FY 2017-2019 budget pending City Council adoption and will be appropriated to the Federal Action Agency Fund (2120), Senior Companion Program Organization (75241), FY 2017-2018 SCP/FED Project (TBD), and Empowering Seniors & People with Disability Program (YS14); and be it

FURTHER RESOLVED: That grant funds from CNCS in the amount of \$29,484 are included in the Mayor's Proposed FY 2017-2019 budget pending City Council adoption and will be appropriated to the Federal Action Agency Fund (2120), Senior Companion Program Organization (75241), FY 2017-2018 FGP/FED Project (TBD), and Empowering Seniors & People with Disability Program (YS14); and be it

FURTHER RESOLVED: That all Departmental overhead charges associated with this grant in the estimated amount of \$6,513 for FY2017-2018 will be offset through a contribution of the General Purpose Fund included in the Mayor's proposed FY 2017-2019 budget pending City Council adoption; and be it

FURTHER RESOLVED: That all central services overhead charges associated with this grant in an estimated amount of \$25,133 for fiscal year FY 2017-2018 will be offset through a contribution of the General Purpose Fund included in the Mayor's proposed FY 2017-2019 budget pending City Council adoption; and be it

FURTHER RESOLVED: That the General Purpose Fund will provide \$285,451, included in the Mayor's Proposed FY 2017-2019 budget pending City Council adoption, for administrative and other volunteer program costs associated with the Senior Companion and Foster Grandparent Program; and be it

FURTHER RESOLVED: That if additional funding becomes available from CNCS, for the same purpose, the City Administrator is authorized to amend the CNCS grant agreement and accept and appropriate these funds to the Senior Companion and Foster Grandparent programs without returning to Council within the duration of the grant term from July 1, 2017 through June 30, 2018; and be it

FURTHER RESOLVED: That the City Council hereby appoints the City Administrator or designated representative to conduct all negotiations, execute and submit all documents, including but not limited to application, agreements, amendments, modifications, payment requests and related actions which may be necessary for the completion of the aforementioned grant without returning to Council; and be it

FURTHER RESOLVED: That said grant agreements and contracts shall be approved as to form and legality by the Office of the City Attorney and placed on file in the Office of the City Clerk.

IN COUNCIL, OAKLAND, CALIFORNIA, _____

PASSED BY THE FOLLOWING VOTE:

AYES - BROOKS, CAMPBELL WASHINGTON, GALLO, GIBSON-MCELHANEY, GUILLEN, KALB, KAPLAN,
and PRESIDENT REID

NOES-

ABSENT-

ABSTENTION-

ATTEST: _____
LATONDA SIMMONS
City Clerk and Clerk of the Council
of the City of Oakland, California