



CITY OF OAKLAND

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OFFICE OF THE CITY CLERK
OAKLAND

2015 MAY 14 PM 5:02

AGENDA REPORT

TO: JOHN A. FLORES
INTERIM CITY ADMINISTRATOR

FROM: Sara Bedford

SUBJECT: Senior Companion/Foster Grandparent
Program Renewal Grant Applications
FY 2015-2016

DATE: May 11, 2015

City Administrator

Date

Approval

5/14/15

COUNCIL DISTRICT: City-Wide

RECOMMENDATION

Staff recommends that the City Council adopt:

A Resolution Authorizing The City Administrator To Apply For, Accept And Appropriate Grant Funds For Fiscal Year 2015-2016 From The Corporation For National And Community Services (CNCS) In An Estimated Amount Of \$316,610 For The Senior Companion Program (SCP) And Foster Grandparent Program (FGP) From July 1, 2015 Through June 30, 2016

OUTCOME

Authorization of the proposed resolution will allow for the acceptance of the two renewal grants which will renew the following:

- 73 low-income SCP and FGP volunteers will have the opportunity to provide in-home and center-based assistance to elderly and at-risk children/youth program participants.
- Volunteers will perform approximately 76,212 hours of volunteer activities annually depending on the availability of funds.
- SCP and FGP volunteers are assigned to 24 community based, public and private station sites. Volunteers are supervised by professionally trained staff.
- Elderly clients receiving assistance from Senior Companions will have increased access to resources to maintain their independence in the community.
- 300 clients will have access to taxi-scrip and escort assistance for medical, group grocery shopping and language specific companionship activities.

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- At risk/disadvantaged children/youth will have increased assistance in K-12 school readiness, reading, mentoring and other supportive interventions/activities by FGP volunteers.

EXECUTIVE SUMMARY

The Senior Companion Program (SCP) grant estimated at \$287,126 and Foster Grandparent Program (FGP) grant estimated at \$29,484, for a total of \$316,610, are both funded by the Corporation for National and Community Services (CNCS). The grants are scheduled to begin July 1, 2015 through June 30, 2016. All grants will provide seniors volunteer opportunities to assist frail, monolingual and socially isolated seniors as well as disadvantaged children, youth and their families.

BACKGROUND/LEGISLATIVE HISTORY

The SCP is beginning its 38th year of operation, effective July 26, 2015. Since the passage of the City Council's Resolution No. 56572 C.M.S., dated July 26, 1977. The SCP and FGP come under the Federal Domestic Volunteer Act of 1973, as amended.

Foster Grandparent volunteers also provide assistance to K-12 disadvantaged and at-risk children and youth. They help children learn to read and care for children/youth with disabilities (i.e., young people with physical or emotional challenges). Since its inception in 1999, the FGP continues 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 65 SCP volunteers and eight FGP volunteers.
- Alameda County Transportation Commission supports one SCP senior leader volunteer.
- The City of Oakland General Purpose Fund supports staff, volunteers and recognition activities.

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

The SCP and FGP serve vulnerable and disadvantaged residents of Oakland. The programs serve a dual function in that the elderly clients and students benefit from the assistance provided by volunteers and in turn, the volunteers gain a sense of civic responsibility and satisfaction. Program participants, including volunteers, clients, and station sites, improve the quality of lives throughout Oakland in general.

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The City of Oakland's SCP and FGP must meet the following guidelines and performance criteria as specified by the CNCS:

- 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 hours of pre-service training.
- All volunteers must be fingerprinted and have cleared background checks prior to being placed/assigned with clients (i.e., K-12 children/youth, adults and or elderly clients).
- All volunteers are required to be certified as eligible participants annually and to attend monthly in-service training classes provided by program staff and guest consultants.
- 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 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 towards lunch at \$2.00 per day and \$13.00 per 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 low-income volunteers.

The Senior Companions and Foster Grandparents programs contribute up to 76,212 hours of volunteer service annually. The Senior Companions serve 300 unduplicated clients who are frail, monolingual and/or elderly. Foster Grandparents tutor and mentor 100 children and youth who require assistance to maintain their resilience. These clients are assisted annually and a care plan Senior Companion or activity plan is maintained on each client to identify the level of assistance performed by each volunteer.

Community based programs provide staff to volunteer as station supervisors for Senior Companions and Foster Grandparents. The SCP and FGP partner under a Memorandum of Understanding that serves as a Program Guideline. The guideline delineates the role, responsibility and operations of the SCP/FGP and the volunteer station sites. Twenty four community based programs supervise and monitor the placement of volunteers, assign clients, and review care/activity plans on a monthly basis.

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ANALYSIS

The quality of life issues are key factors addressed by SCP and FGP volunteers (e.g., access, safety, sense of belonging and participating in community with others). The activities and interventions as performed by volunteers provide increased opportunities to actively engage frail, monolingual and isolated elders in sustaining a sense of independence within the broader community. Disadvantaged children and youth, on the other hand, will have increased opportunities to receive supportive assistance, mentoring and tutoring interventions. Families and caregivers will garner a sense of hope for the future of their children. Elders living within the community at large will have increased access to resources and assistance (e.g. companionship, transportation, etc.).

PUBLIC OUTREACH/INTEREST

As required by the CNCS, the FGP and SCP grant funds must provide volunteer opportunities and client services to Oakland's residents. The program provides outreach to community organizations citywide. This effort is enhanced by the placement and supervision of volunteers in community based station sites. Program staff and station supervisors coordinate the outreach and matching of volunteers with clients in their service population areas. These stations represent a wide variety of professional, non-profit and private/public service programs including:

East Oakland Health Center, Westlake Christian Terrace, Allen Temple Arms, Family Bridges, St. Mary's Community Center, Posada De Colores, MSSP, West Lake Christian Terrace, Sojourner Truth Manor, deFremery and Redwood Heights Park & Recreation Centers, Centro Infantil De La Raza, Head Start, Oakland Unified School District/Experience Corps, Reading Partners, etc.

The high volunteer attrition rate due to poor health, death and or moving out of the area, requires staff to increase its outreach activities to key target populations such as Spanish speaking, males and underserved districts.

Additional public outreach or interest in program activities will be posted on the City's website, local newspapers in multiple languages, and other formats will be utilized to attract and increase the program's target goals.

COORDINATION

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

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COST SUMMARY/IMPLICATIONS

The grant funds are estimated at \$316,610 and will be appropriated to the Human Services Department as follows:

- Grant funds from the CNCS in the amount of \$287,126 in Fund (2120), Senior Companion Program Organization (75241), and SCP/FED Project (G464250))
- Grant funds from the CNCS in the amount of \$29,484 in Fund (2120), Foster Grandparent Program Organization (75241), and FGP/FED Project (G464340)
- The General Purpose funds will provide \$115,921 in Fund (1010), Senior Companion Program Organization (75241), and SCP/FGP/FED/CITY MATCH FY 2015-2016 Projects (G464260 & G464350) for \$81,169 and (G464350) for \$28,960 administrative and volunteer program costs associated with the Senior Companion and Foster Grandparent programs which is currently budgeted for FY 2015-2016 budget.

FISCAL/POLICY ALIGNMENT

Under Federal guidelines, the administration of SCP/FGP requires that 80% 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 \$115,921 to support the grant funds and currently budgeted in the proposed FY 2015-2016 budget. The grant monies provide for the volunteer support expenditures for stipends, meals, transportation, liability insurance, recognition, uniform identification badges and other allowable expenses.

Due to the Federal administrative cost caps and level of required funding to support the program the HSD is requesting, as it has in prior years, a contribution from the general purpose fund in an amount equivalent to Central Services Overhead in an estimated amount of \$23,867.

PAST PERFORMANCE, EVALUATION AND FOLLOW-UP

The combined ethnicity of both SCP and FGP volunteers are as follows: Asian /Pacific Islander (60 %), African American (30 %), Hispanic (3%), Caucasian (4%) and other (3%). Starting in FY 2014-2015 staff has targeted Spanish Speaking, and other underserved communities with increased outreach.

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The SCP/FGP are monitored by the CNCS annually. In addition, both programs are required to complete additional assessments/surveys annually to review the quality of service performed. The FY 2013-2014 surveys were distributed to the following participants:

1. Annual satisfaction surveys of 300 clients responding out of 600.
2. Annual satisfaction surveys of 73 volunteers responding out of 80.
3. Annual satisfaction surveys of 20 station supervisors responding out of 24.
4. Annual volunteer performance evaluations are completed by station supervisors and reviewed by SCP/FGP Supervisor.
5. The CNCS performs either an annual site monitoring visit and/or electronic reports to assess the program and fiscal management of both the SCP/FGP and there were no findings of the last monitoring visit.

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). Quarterly reports are submitted to the Alameda County Transportation Commission. The goal for Senior Companions in the TUGO project is to escort 300 clients/caregivers to access taxi transportation primarily for medical and or group grocery shopping assistance.

The past survey in FY 2012-2013 reported that Senior Companion volunteers helped them to stay connected to resources in the community. Station Supervisors reported that their Foster Grandparent volunteers made a difference in the lives of children and youth they mentored and helped to develop social skills. Students assisted by Foster Grandparents are annually assessed and evaluated by professional staff.

Senior volunteer services (SCP/FGP) will continue to use client and volunteer surveys, outside contract/consultants and evaluation formats to assess and enhance the program's performance in general; and specifically to increase the number of survey respondents.

Disability And Senior Citizen Access

The Human Services Department 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.

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SUSTAINABLE OPPORTUNITIES

Economic: Eligible senior volunteers receive non-taxable supplemental income to defray the high cost of living on fixed incomes. The SCP and FGP clients will serve to benefit and reduce the costs associated with aging, isolation, limited supports and institutionalization; and, at risk youth/children will improve their reading levels 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.

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 SCP/FGP

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FILED
OFFICE OF THE CITY CLERK
OAKLAND

OAKLAND CITY COUNCIL

Macarley
City Attorney

2015 MAY 14 PM 5:05 RESOLUTION No. _____ C.M.S.

Introduced by Councilmember _____

A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR TO APPLY FOR, ACCEPT AND APPROPRIATE GRANT FUNDS FOR FISCAL YEAR 2015-2016 FROM THE CORPORATION FOR NATIONAL AND COMMUNITY SERVICES (CNCS) IN AN ESTIMATED AMOUNT OF \$316,610 FOR THE SENIOR COMPANION PROGRAM (SCP) AND FOSTER GRANDPARENT PROGRAM (FGP) FROM JULY 1, 2015 THROUGH JUNE 30, 2016

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, 2015 through June 30, 2016 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 \$287,126 for SCP and \$29,484 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 \$115,921 for Fiscal Year (FY) 2015-2016; and

WHEREAS, a contribution from the General Purpose Fund in an amount equivalent to the Department's Central Services Overhead rate in an estimated amount of \$23,867 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 his designee is hereby authorized and directed to apply for, accept and appropriate the aforesaid SCP and FGP grants in an estimated amount of \$316,610; and be it

FURTHER RESOLVED: That the City Council hereby appoints the City Administrator or his designee to conduct all negotiations, execute and submit all documents and take the related actions that may be necessary to accept and appropriate the aforementioned grant without returning to Council; and be it

FURTHER RESOLVED: That grant funds from the CNCS in the amount of \$287,126 will be deposited to Federal Fund (2120), Senior Companion Program Organization (75241), and SCP/FED Project (G464250); and be it

FURTHER RESOLVED: That grant funds from CNCS in the amount of \$29,484 will be deposited to Federal Fund (2120), Foster Grandparent Program Organization (75241), and FGP/FED Project (G464340); and be it

FURTHER RESOLVED: That the General Purpose Fund will provide \$115,921 included in the Mayor's proposed FY 2015-2016 budget pending City Council adoption for administrative and other volunteer program costs associated with the Senior Companion Program and Foster Grandparent Program; and be it

FURTHER RESOLVED: That all central services overhead charges associated with this grant in an estimated amount of \$23,867 will be offset through a contribution of the General Purpose Fund included in the Mayor's proposed FY 2015-2016 budget pending City Council adoption; and be it

FURTHER RESOLVED: That if additional funding becomes available for the same purpose, within the existing grant term, these funds can be accepted and appropriated to fund the Senior Companion and Foster Grandparent programs without returning to Council within the duration of the grant term.

IN COUNCIL, OAKLAND, CALIFORNIA, _____

PASSED BY THE FOLLOWING VOTE:

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

NOES-

ABSENT-

ABSTENTION-

ATTEST: _____

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