

CITY of ALBUQUERQUE

TWENTY-FIRST COUNCIL

COUNCIL BILL NO. R-15-224 ENACTMENT NO. _____

SPONSORED BY: Klarissa J. Peña, by request

1 RESOLUTION

2 APPROVING AND AUTHORIZING THE ACCEPTANCE OF GRANT FUNDS
3 BASED ON THE ATTACHED NOTICE OF GRANT AWARD FOR A SENIOR
4 COMPANION PROGRAM GRANT WITH THE CORPORATION FOR NATIONAL
5 AND COMMUNITY SERVICE AND THE NEW MEXICO AGING AND LONG TERM
6 SERVICES DEPARTMENT AND PROVIDING FOR AN APPROPRIATION TO THE
7 DEPARTMENT OF SENIOR AFFAIRS SENIOR COMPANION PROGRAM IN
8 FISCAL YEAR 2016.

9 WHEREAS, the 2010 census figures show that there are 207,179 persons
10 age 50 years and over living in Bernalillo County which represents 18% of the
11 County's population; and

12 WHEREAS, the Albuquerque Department of Senior Affairs has developed a
13 coordinated delivery system of services that meets the needs of senior
14 citizens within the City of Albuquerque and Bernalillo County; and

15 WHEREAS, The Corporation for National and Community Service has
16 allocated funds in the amount of \$99,827 and the New Mexico Aging and Long
17 Term Services Department has allocated funds in the amount of \$93,470 to the
18 Department of Senior Affairs to meet these needs through the continued
19 programming of the Senior Companion Program; and

20 WHEREAS, the City of Albuquerque is desirous of applying for these funds
21 and contribute matching funds of \$92,510 City funds, which consists of
22 \$14,350 for indirect costs and \$78,160 City cash match; and

23 WHEREAS, the total cost of the project is \$285,807.

24 BE IT RESOLVED BY THE COUNCIL, THE GOVERNING BODY OF THE CITY OF
25 ALBUQUERQUE:

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1 Section 1: The Mayor is authorized to take all necessary and appropriate
2 steps to enter into a grant agreement with the Corporation for National and
3 Community Service and the New Mexico Aging and Long Term Services
4 Department for the Senior Companion Program in the amount of \$193,297
5 consisting of \$99,827 of Federal funds, and \$93,470 of State of New Mexico
6 funds.

7 Section 2: Funds in the amount \$285,807 consisting of \$99,827 from the
8 Corporation for National and Community Service, \$93,470 from the New
9 Mexico Aging and Long Term Services Department and \$92,510 of City
10 matching funds from the Transfer to Operating Grants Fund Program in the
11 General Fund (110) are hereby appropriated to the Department of Senior
12 Affairs in the Operating Grants Fund (265) for the Senior Companion Program
13 for fiscal year 2016.

14 Section 3: Of the \$92,510 from the Transfer to Operating Grants Program in
15 the General Fund (110), \$14,350 is for indirect overhead.

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Mayor Richard J. Berry

CITY OF ALBUQUERQUE
Albuquerque, New Mexico
Office of the Mayor

Interoffice Memorandum

May 27, 2015

TO: Rey Garduño, President, City Council

FROM: Richard J. Berry, Mayor 

SUBJECT: Resolution Authorizing a Grant for the Senior Companion Program

Attached is a resolution authorizing the filing and appropriation of a grant from the Corporation for National and Community Service and the New Mexico Aging and Long-Term Services Department for \$285,807 (\$99,827 in Federal funds, \$93,470 State funds and \$92,510 in City matching funds) for the Department of Senior Affairs for the Senior Companion Program. This grant is continuing a long standing program with the Department. The Senior Companion Program recruits seniors aged 55 and older to be a companion to frail persons and helps the individual be independent in their home.

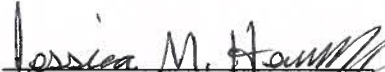
Title/ Subject of Legislation: Resolution Authorizing a Grant for the Senior Companion Program

Approved:




Robert J. Perry Date
Chief Administrative Officer 6/22/15

Approved as to Legal Form:



Jessica M. Hernandez Date
City Attorney 6/15/15
N 410 6/11/15

Recommended:



Jorja Armijo-Brasher Date
Director, Department of Senior Affairs 6/3/15

Cover Analysis

1. What is it?

The resolution authorizes the Mayor to execute a grant agreement with the Corporation for National and Community Services and the New Mexico Aging and Long Term Services Department for the Senior Companion Program.

2. What will this piece of legislation do?

This legislation will provide funding that continues the programming of the Senior Companion Program.

3. Why is this project needed?

This program provides seniors aged 55 and older the opportunity to be a companion to a frail person. The Senior Companion volunteer helps preserve that person's independence by giving them the ability to stay in their home longer.

4. How much will it cost and what is the funding source?

Funding for this grant is from the Corporation for National and Community Service for \$99,827, New Mexico Aging and Long Term Services Department \$93,470 and City match of \$92,510 of which \$14,350 is for indirect overhead.

5. Is there a revenue source associated with this contract? If so, what level of income is projected?

No.

FISCAL IMPACT ANALYSIS

APPROVING AND AUTHORIZING THE ACCEPTANCE OF GRANT FUNDS BASED ON THE ATTACHED NOTICE OF GRANT AWARD FOR A SENIOR COMPANION PROGRAM GRANT WITH THE CORPORATION FOR NATIONAL AND COMMUNITY SERVICE AND THE NEW MEXICO AGING AND LONG TERM SERVICES DEPARTMENT AND PROVIDING FOR AN APPROPRIATION TO THE DEPARTMENT OF SENIOR AFFAIRS SENIOR COMPANION PROGRAM IN FISCAL YEAR 2016.

TITLE:

R: O:
FUND: 265
DEPT: DSA

- ☐ No measurable fiscal impact is anticipated, i.e., no impact on fund balance over and above existing appropriations.
- ☒ (If Applicable) The estimated fiscal impact (defined as impact over and above existing appropriations) of this legislation is as follows:

		Fiscal Years			
		2016	2017	2018	Total
Base Salary/Wages		85,930			85,930
Fringe Benefits at	30.51%	26,217	-	-	26,217
Medical		8,914			8,914
Subtotal Personnel		121,061	-	-	121,061
Operating Expenses		150,395	-		150,395
Property			-	-	-
Indirect Costs	16.70%	14,350	-	-	14,350
Total Expenses		\$ 285,807	\$ -	\$ -	\$ 285,807
<input type="checkbox"/> Estimated revenues not affected					
<input checked="" type="checkbox"/> Estimated revenue impact					
Amount of Grant		193,296	-	-	193,296
City Cash Match		78,160			78,160
City Inkind Match					
City IDOH		14,350	-	-	14,350
Total Revenue		\$ 285,807	\$ -	\$ -	\$ 285,807

These estimates do not include any adjustment for inflation.

* Range if not easily quantifiable.

Number of Positions created

COMMENTS: This grant supports two FTE. At the time of submittal of the Grant applications the IDOH rates were not updated. On the Grant application there was an error of \$100.00 in entering the correct personnel wages. This FIA captures the total cost with a decrease to the City IDOH allocation. This FIA will not match the Grant budget submitted.

COMMENTS ON NON-MONETARY IMPACTS TO COMMUNITY/CITY GOVERNMENT:

PREPARED BY:

APPROVED:

FISCAL ANALYST

DIRECTOR

(date)

REVIEWED BY:

EXECUTIVE BUDGET ANALYST

BUDGET OFFICER (date)

CITY ECONOMIST

NAB 6/11/15

6-5-15

PROPOSED BUDGET FORM

GRANTEE: City of Albuquerque/SCP ADDRESS: 714 7th St SW Albuquerque, NM 87102 PHONE: 505-764-1612		PROPOSED BUDGET FOR THE PERIOD: FROM: July 1, 2015 TO: June 30, 2016			
BUDGET CATEGORY	TOTAL	FEDERAL	STATE	LOCAL	
VOLUNTEER SUPPORT EXPENSES:					
Personnel	85,830	4,500	39,904	41,426	
Fringe Benefits	35,132	0	11,575	23,557	
Staff LOCAL Travel	300	100	25	175	
Staff LONG DISTANCE Travel	1,000	500	0	500	
Equipment	0	0	0	0	
Supplies	3,712	740	0	2,972	
Contractual Service	2,979	0	0	2,979	
Other: Communications	1,150	800	150	200	
Printing	1,000	246	504	250	
Space and Utilities	0	0	0	0	
Other Allowable Costs	1,600	0	90	1,510	
InDirect Costs	14,350	0	0	14,350	
Subtotal	\$147,053	\$6,886	\$52,248	\$87,919	
VOLUNTEER EXPENSES:					
Personnel: Stipends	107,913	91,311	16,602	0	
Fringe Benefits:					
Meals	4,879	405	4,046	428	
Physicals	0	0	0	0	
Uniforms	0	0	0	0	
Insurance	365	0	300	65	
Travel	23,529	1,100	19,301	3,128	
Equipment	0	0	0	0	
Supplies	0	0	0	0	
Contractual Service	0	0	0	0	
Other: Recognition	2,048	125	973	950	
Other Allowable Costs	20	0	0	20	
Subtotal	\$138,754	\$92,941	\$41,222	\$4,591	
GRAND TOTALS	\$285,807	\$99,827	\$93,470	\$92,510	
PERCENT OF TOTAL COST	100%	35%	33%	32%	
COMPUTATION OF PROPOSED BUDGET					
1. Estimated Total Cost	\$285,807	8. Federal/State Shares will be Comprised of: a. Grant unearned in previous Federal: project year(s)..... State: b. Carry Over..... Federal: State: c. Proposed State Budget Federal: Total..... State: \$93,470			
2. Non-federal/state share of net cost.....	\$92,510				
3. Federal share of net cost	\$99,827				
4. State Share of Net Cost	\$93,470				

SCP of Albuquerque

City of Albuquerque

Application ID: 15SC173186

Budget Dates: 07/01/2014 - 06/30/2017

	Total Amt	CNCS Share	Grantee Share	Excess Amount
Section I. Volunteer Support Expenses				
A. Project Personnel Expenses	85,830	4,500	41,426	39,904
B. Personnel Fringe Benefits	2,398	0	1,348	1,050
FICA	6,574 ✓	0	4,728	1,846
Health Insurance	8,914 ✓	0	6,892	2,022
Retirement	16,679	0	10,257	6,422
Life Insurance	567 ✓	0	332	235
Total	\$35,132	\$0	\$23,557	\$11,575
C. Project Staff Travel				
Local Travel	300	100	175	25
Long Distance Travel	1,000	500	500	0
Total	\$1,300	\$600	\$675	\$25
D. Equipment				
E. Supplies	3,732	740	2,992	0
F. Contractual and Consultant Services	2,979	0	2,979	0
I. Other Volunteer Support Costs	3,750	1,046	1,960	744
Criminal Background Check	0	0	0	0
Total	\$3,750	\$1,046	\$1,960	\$744
J. Indirect Costs	14,350	0	14,350	0
Section I. Subtotal	\$147,073	\$6,886	\$87,939	\$52,248
Section II. Volunteer Expenses				
A. Stipends				
Corporation Funded	91,311	91,311	0	0
Non-Corporation Funded	16,602	0	0	16,602
Non-Stipended				
Total	\$107,913	\$91,311	\$0	\$16,602
B. Other Volunteer Costs				
Meals	4,879	405	428	4,046
Uniforms	0	0	0	0
Insurance	365	0	65	300
Recognition	2,048	125	950	973
Volunteer Travel	23,529	1,100	3,128	19,301
Physical Examinations	0	0	0	0
Total	\$30,821	\$1,630	\$4,571	\$24,620
Section II. Subtotal	\$138,734	\$92,941	\$4,571	\$41,222
Budget Totals	\$285,807	\$99,827	\$92,510	\$93,470
Funding Percentages		51.9%	48.1%	
Required Match		n/a		
# of years Receiving CNCS Funds		n/a		

PART I - FACE SHEET

APPLICATION FOR FEDERAL ASSISTANCE		1. TYPE OF SUBMISSION:
Standard Form 424 (Rev. 02/07 to conform to the Corporation's eGrants System)		Application <input checked="" type="checkbox"/> Non-Construction
2a. DATE SUBMITTED TO CORPORATION FOR NATIONAL AND COMMUNITY SERVICE (CNCS): 04/22/15	3. DATE RECEIVED BY STATE	STATE APPLICATION IDENTIFIER: N/A
2b. APPLICATION ID: 15SC173186	4. DATE RECEIVED BY FEDERAL AGENCY: 04/22/15	FEDERAL IDENTIFIER: 14SCWNM002
5. APPLICATION INFORMATION		
LEGAL NAME: City of Albuquerque DUNS NUMBER: 610126690	NAME AND CONTACT INFORMATION FOR PROJECT DIRECTOR OR OTHER PERSON TO BE CONTACTED ON MATTERS INVOLVING THIS APPLICATION (give area codes): NAME: Josie F. Quaron Lyons TELEPHONE NUMBER: (505) 764-1612 FAX NUMBER: (505) 764-1620 INTERNET E-MAIL ADDRESS: jlyons@cabq.gov	
ADDRESS (give street address, city, state, zip code and county): Department Of Senior Affairs 714 7th St SW Albuquerque NM 87102 - 3814 County: Bernalillo	7. TYPE OF APPLICANT: 7a. Local Government - Municipal 7b.	
6. EMPLOYER IDENTIFICATION NUMBER (EIN): 856000102	9. NAME OF FEDERAL AGENCY: Corporation for National and Community Service	
8. TYPE OF APPLICATION (Check appropriate box). <input type="checkbox"/> NEW <input type="checkbox"/> NEW/PREVIOUS GRANTEE <input checked="" type="checkbox"/> CONTINUATION <input type="checkbox"/> AMENDMENT If Amendment, enter appropriate letter(s) in box(es): <input type="checkbox"/> <input type="checkbox"/> A. AUGMENTATION B. BUDGET REVISION C. NO COST EXTENSION D. OTHER (specify below):	11.a. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: SCP of Albuquerque 11.b. CNCS PROGRAM INITIATIVE (IF ANY):	
10a. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: 94.016 10b. TITLE: Senior Companion Program	14. CONGRESSIONAL DISTRICT OF: a.Applicant <input checked="" type="checkbox"/> NM01 b.Program <input checked="" type="checkbox"/> NM01	
12. AREAS AFFECTED BY PROJECT (List Cities, Counties, States, etc): City of Albuquerque/Bernalillo County, & Native Indian Communities in Cibola & Sandoval Counties .	16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS? <input type="checkbox"/> YES. THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON: DATE <input checked="" type="checkbox"/> NO. PROGRAM IS NOT COVERED BY E.O. 12372	
13. PROPOSED PROJECT: START DATE: 07/01/15 END DATE: 06/30/16	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT? <input type="checkbox"/> YES If "Yes," attach an explanation. <input checked="" type="checkbox"/> NO	
15. ESTIMATED FUNDING: Year #: <input type="text" value="2"/>		
a. FEDERAL \$ 99,827.00		
b. APPLICANT \$ 185,980.00		
c. STATE \$ 93,470.00		
d. LOCAL \$ 92,510.00		
e. OTHER \$ 0.00		
f. PROGRAM INCOME \$ 0.00		
g. TOTAL \$ 285,807.00		
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT, THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.		
a. TYPED NAME OF AUTHORIZED REPRESENTATIVE: Anthony R. Romero	b. TITLE:	c. TELEPHONE NUMBER: (505) 764-6406
SIGNATURE OF AUTHORIZED REPRESENTATIVE		e. DATE SIGNED: 04/22/15

Narratives

Executive Summary

SCP FY16 Executive Summary: The City of Albuquerque (COA) Department of Senior Affairs (DSA) & Bernalillo County (BC) offers seniors 50+ services & opportunities that enhance our quality of life while offering a continuum of services & programs for active to frail adults. Programs promote healthy aging & independent living. Services meet individual needs of seniors. COA/DSA operates senior centers, multigenerational centers, sports & fitness centers, meal sites, home services, information & assistance (I & A) services, & a central kitchen. The vision is to be the community leader, who, in partnership with others, involves seniors in creating & sustaining a community where there is a growing spirit of interdependence that enhances everyone's quality of life. The mission is to be a community leader, who in partnership with others, involves seniors & people of all ages in creating a community that enhances everyone's quality of life by providing opportunities to achieve their potential, share their wisdom, maintain their independence, & live with dignity. ABQ Senior Companion Program (SCP) requests \$99,827 in funding to support 33 Federal and & six state VSYs to provide services to homebound, isolated/frail seniors. In partnership with 11 stations, volunteers will be incorporated into outcome based programming & will address the focus area of "Healthy Futures," promote Independent Living, provide Respite for Caregivers & serve clients/patients in Adult Day Care. Volunteers will provide 40,716 hours of service to ABQ/BC & the Native Indian communities of Cibola & Sandoval counties. Activities to promote independent living will include: 1) assistance with light household chores 2) grocery shopping 3) nutrition education 4) preparation of light meals 5) promoting exercise and 6) increased socialization. Services assist in decreasing clients' isolation, maintain a connection to respective communities & continue to live independently. Volunteers remain active by participating in volunteer service. The CNCS federal investment of \$99,827 will be supplemented by \$93,470 state funds & \$92,537 local funds.

Strengthening Communities

SCP FY16 Strengthening Communities

Centrally located along the Rio Grande Valley, ABQ is the county seat of Bernalillo County, is surrounded by mountains & ancient volcanoes with the Rio Grande flowing north to south. The city boasts of a temperate arid climate with brilliant sunshine more than 300 days a year & has four distinct seasons. Urban sprawl is limited by the Pueblo of Sandia to the north, the Pueblo of Isleta & Kirtland Air Force Base to the south, & the Sandia Mountains to the east, suburban growth continues at a strong pace to the west beyond the Petroglyphs.

Narratives

Albuquerque (ABQ) lies at the center of the New Mexico Technology Corridor, is home to Sandia National Laboratories, Kirtland Air Force Base & the University of New Mexico. 2010 census indicates median income for a household in the city was \$38,272, & median income for a family was \$46,979. Per capita income was \$20,884. About 10.0% of families & 13.5% of the population were below the poverty line; for the senior population 60 +, social security is the major source of income for 89%; 17% of people over age 65 live in poverty.

Ranking as the 32nd largest city in the U.S., ABQ is the largest city in N.M., with a population of 545,842, roughly half of the people in New Mexico, & is home to 1/3 (15.5%) of NM senior population 60+. Per the 2010 Census the racial makeup of the city is 70% White, 3.2% Black or African American, 4.5% Native American, 2.6% Asian, 0.11% Pacific Islander, 15.03% from other races, & 4.6% Multiracial (two or more races). 46.7% of the population is Hispanic or Latinos of any race. The age distribution was 24.5% under 18, 10.6% from 18 to 24, 30.9% from 25 to 44, 18.4% from 45 to 59, & 15.5% who were 60 or older. The median age was 35 years. SCP of Albuquerque serves the Indian Communities in the surrounding counties of Cibola & Sandoval. The NM population in Indian Communities is approximately 8700; 3% are Elders, 21% living alone & 24% in poverty.

Describe how the service activities PFA

Senior Companions' service will focus on Healthy Living/ Independent Living and Respite by providing friendly visits/companionship to identified clients and caregivers. Annual (or as needed) review of care plans and letters of agreement will help determine if needs are being met and adjusted accordingly. The service provided will give clients the opportunity to tend to their own needs while completing errands, shopping, household tasks, and, the ability to have some connection to their respective communities will provide a sense of maintaining social ties, and help to maintain independent living. Caregivers will experience relief from the day-to-day responsibilities of caregiving with respite at no cost to keep loved ones from entering nursing homes or other institutions prematurely.

The community, clients, volunteer stations & caregivers provide input via the Advisory Council (AC) Annual Customer Satisfaction Survey, & through phone calls, letters, cards, etc., and as determined by community needs and the sponsoring agency's Rules, Regulations, Policies & Procedures. The project will maintain permanent records of the Annual Customer Satisfaction Survey, Annual SCP Volunteer Evaluations, Performance Measures and other records as required by governing funders. The COA utilizes newly acquired Samaritan software to track & maintain records of volunteers' contribution for

Narratives

recognition.

Recruitment and Development

SCP FY16 Recruitment and Development: SCP offers high quality experience for volunteers by providing a variety of in-services, including initial & on-going training (First Aide & CPR, exercise & nutrition, etc.); volunteers are encouraged to participate as advisory council members & as "SCP Volunteer Leaders" and are encouraged to assist in recruitment, training & orientation of new volunteers. Volunteers attend conferences and DSA events. They have appeared on TV & radio to promote SCP describing their service & how volunteerism has enhanced their lives. They offer testimonials in the AC annual survey often expressing positive changes in their socialization, physical & mental wellness & how volunteerism promotes a sense of usefulness & value in their lives. Reimbursements can allow volunteers to be less dependent on public resources, enhance their income & may allow for more expendable income. Initial & annual physicals promote well-being & help to develop the importance of regular medical care. Retention of volunteers is promoted with clear descriptions of duties, flexible schedules, & the availability of staff & assigned station supervisors. SCP will also recruit on the newly initiated City of Albuquerque Volunteer website, "volunteer.cabq.gov"; the website allows potential volunteers to research & register for volunteer opportunities throughout COA departments. SCP staff will receive an e-mail when a potential volunteer expresses an interest in the Senior Companion Program; Program staff will contact the individual to begin the enrollment process. The COA utilizes Samaritan software to track & maintain records of volunteers' contribution for recognition.

Retention challenges may include volunteers aging in place, illness, transportation, & stipend amount. Volunteers & Station Supervisors are provided with initial training & orientation, a broad variety of monthly in-services, & opportunities to attend conferences & events within DSA & volunteer stations. Volunteers receive a handbook & training manual. Updates, evaluations & presentations are provided at quarterly site visits.

Ranking as the 32nd largest city in the U.S., ABQ is the largest city in N.M., with a population of 545,842, roughly half of the people in New Mexico, & is home to 1/3 (15.5%) of NM senior population 60+. Per the 2010 Census the racial makeup of the city is 70% White, 3.2% Black or African American, 4.5% Native American, 2.6% Asian, 0.11% Pacific Islander, 15.03% from other races, & 4.6% Multiracial (two or more races). 46.7% of the population is Hispanic or Latinos of any race. The

Narratives

age distribution was 24.5% under 18, 10.6% from 18 to 24, 30.9% from 25 to 44, 18.4% from 45 to 59, & 15.5% who were 60 or older. The median age was 35 years. SCP of Albuquerque serves the Indian Communities in the surrounding counties of Cibola & Sandoval. The NM population in Indian Communities is approximately 8700; 3% are Elders, 21% living alone & 24% in poverty. SCP builds a corps of volunteers by recruiting through networking & partnerships in the community; outreach & presentations are conducted by staff, volunteers & AC members. Advertisements in local publications and Brochures & recruitment flyers are available throughout our service areas. SCP provides service to clients of many cultures; oftentimes volunteers are placed with clients of different ethnic or cultural backgrounds. Current volunteers include former teachers, CNAs, homemakers, nurses, etc. Albuquerque's diverse population allows the SCP of Albuquerque to engage all types of individuals to participate in the SCP. Volunteers receive appreciation, encouragement, and emotional support, are recognized at multiple annual events & receive event appropriate cards, random acts of kindness & participate in community events (Senior Day @ NM Expo, & NMALTSO Conferences, etc.). The AC rewards volunteers with gift cards and/or cash incentives for raffle ticket sales and for the recruitment of new volunteers.

Program Management

SCP FY16 Program Management

Review of the SCP Handbook with volunteer station supervisors to include "appropriate and inappropriate" activities will be conducted; amendments will be implemented as needed. Annual SCP volunteer evaluations will indicate compliance of regulations with the volunteer station and SCP. In addition, quarterly on-site visits aid in addressing that community needs are met.

Volunteer Stations and volunteer assignments are managed utilizing project tools which include Client Care Plans, Letters of Agreement, Memorandums of Understanding, Volunteer Job Descriptions, and annual surveys. Understanding job preferences and interests, conducting an initial review of Care Plans and follow-up calls to volunteers and clients with ongoing T/A, practicing good communication, and providing annual program evaluations assure meaningful placements within the SCP.

To assure a high quality project, assessment of the goals and objectives are reviewed by the results of the Annual Customer Satisfaction Survey, monthly/quarterly/annual reports, SCP volunteer evaluations, and performance measures. Changes in programming are made to meet the needs of the SCP as required. End of year reports will indicate project accomplishments and the impact on the community and the client population.

Volunteers meet with Volunteer Station Supervisors, at the minimum, every 2 weeks to report time

Narratives

and mileage; SCP staff has on-going communication with volunteers through telephone calls and at monthly in-service. It is within these opportunities SCP volunteers can be evaluated for physical or mental changes and referred for appropriate assessments as needed. Changes in placements will be reviewed for safety with appropriate accommodations made when able.

The SCP AC is long established with general oversight by the SCP and the DSA; there is ongoing recruitment of members; the AC conducts the annual customer Satisfaction Survey and is responsible for acquiring additional resources with fundraising and networking with community partnerships. MOUs with Volunteer Stations are renewed with each new grant period and reviewed annually to ensure compliance and amend as needed. New MOUs are generated as Volunteer Stations partner with SCP.

Annual income eligibility review is conducted each January after Social Security Letter of Benefits are received by SCP volunteers to ensure continued eligibility with SCP. Annual physicals are required as are verification of required documents (i.e. auto insurance, emergency data, etc.).

Organizational Capability

SCP FY16 Organizational Capability: COA DSA has served as "Sponsoring Agency and Grants Administrator" for CNCS, Senior Corps Program (SCP, FGP, & RSVP) for the past 30+ years. Josie Cuaron Lyons, SCP Director for 15 years is experienced in CNS /SCP Grant Writing and has served as a Peer Reviewer for the NMCCV; a twenty-two year COA employee, she has held the positions of Manager of the DSA's "Frail Elderly Programs," & as LPN in the Adult Detention Center, Psychiatric Unit. She serves on a variety of committees within the department & community organizations including the "Uniting New Mexicans Against Adult Abuse" & is a former representative to the National Association of Senior Companion Program Directors, S.W. Cluster.

Heath Barkley, FT Office Assistant, is instrumental in the day to day activities of the program including volunteer recruitment, clerical duties, maintenance of program data & more; he has excellent computer skills & exceptional organizational skills. His attention to detail makes retrieval of SCP data readily available.

Jorja Armijo-Brasher, Director, oversees the volunteer programs, senior centers, multi-generational centers, case management & social services, information & assistance (I&A), health & fitness, home repair, home delivered meals, transportation, & fiscal. She oversees the management of the Area Agency on Aging (AAA) & the Community Development Block Grant (CDBG).

Anthony R. Romero, Associate Director/Sponsor Representative has over 15 years of management experience and provides guidance, oversight, and human resources/marketing expertise.

Narratives

Joy Klotz, Division Manager, provides oversight and guidance to the Senior Companion/RSVP/Foster Grandparent Program. She has over forty years in Social Services and more than thirty years in management and working with private and government grant programs. She also has twenty eight years of experience with volunteer programs and their development and management.

Karen Lopez, Fiscal Manager, has an MBA in Accounting & has managed grants for 15 years & has worked in the Fiscal area for 17 years. She oversees staff that assists with the submission of required reports & audits.

Erica Garcia, Fiscal Officer, has an Associate Degree in Business Administration and has managed grants for 5 years; she has worked in the finance area for more than 12 years.

New support staff is selected via the COA HR policies including job descriptions, classifications & interview / selection processes. Financial management systems used by DSA fiscal staff are: 1) Financial & HR Modules of People Soft-Data Base-City 2) General Ledger-City 3) Monthly Activity Reports (MAR)-State 4) Excel Spreadsheets 5) COGNOS 6) Federal FFR. DSA has managed the Senior Corps Grants for 30+ years. As the umbrella agency to senior services in Albuquerque/Bernalillo County area, the department also manages the Home Services Program. In the past, DSA has been the Area Agency on Aging (AAA), responsible for Older American Grants. DSA has been very successful in the management of these grants, is in good standing and has received satisfactory audits with all funding entities. DSA is, & has been a model program nationally, offering a plethora of services for seniors, well & frail, under one umbrella. Services offered by DSA include Social Services (Information & Assistance, Care Coordination, and Volunteer Programs & Home Services); Nutrition & Transportation (Congregate Meal Sites, Home Delivered Meals); Recreation (six senior centers, two multigenerational centers, & Senior Sport & Fitness). All City offices, including DSA, are governed by city Goals & Strategic Planning. Performance Measures are tracked through identified service goals pertaining to the various departments. DSA utilizes long-term strategic goal planning & a survey of community needs for Continuous Quality Improvement. The COA assures adequate facilities, equipment, supplies & purchasing procedures through funding, indirect services, training & advocacy, & contracts per Policy and Procedures, & Rules & Regulations. DSA ensures adequate personnel & management support, including roles for staff & administrators, through the use of employee job descriptions, positions classification, PEGs & Operations Handbook; staff receives supervision from division & department managers. DSA is governed by the COA Policies & Procedures; Rules & Regulations; Codes of Conduct; & Administrative Directives. Contracts with the funding sources assure adequate internal policies, including travel policy. All City offices, including

Narratives

DSA are governed by City Goals, Strategic Planning, & Performance Evaluation Guides. Performance measures are tracked through identified service goals relative to specific departments; DSA utilizes long-term strategic goal planning & survey of community needs for Continuous Quality Improvement

Other

SCP FY16 Other

Summarize your efforts in each of the following 2011-2015 strategic priority areas, as applicable.

Economic opportunity- Economically disadvantaged seniors will be provided with the opportunity to earn a tax exempt stipend which may decrease or eliminate the need for public assistance and may allow for a more expendable income.

Education- In-service and training opportunities will increase and/or enhance the opportunity for new skills and education for seniors participating in the Senior Companion Program while increasing their opportunities for socialization.

COA/HR will assume responsibility for partial costs incurred for background checks of volunteers of CNS projects.

PNS Amendment (if applicable)

N/A

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PM 2.1-Companionship

Applicant Organization	City of Albuquerque
Period Covered Starting	Ending
Grant Number	14SCWNM002
Community Need to be Addressed	AARP conducted a study in 2009 based on an online survey of 1,677 family caregivers, all of whom had provided unpaid care to a family member reports: 1) a large majority of caregivers provide care for a relative (86%); over 1/3 take care of a parent. The average age of today's caregiver is 49, and the average age of today's recipient is 69.3; older caregivers 65+ are most likely to be sole caregivers without the support of other unpaid caregivers. Caregivers provide an average of 20 hours of care per week. 2) Average age of recipients has increased from 2004 findings to 69.3; caregivers report providing services to recipients with long term disabilities, short term disabilities, or a combination of both and "old age". 3) Most family caregivers who provide help with five or more medical or nursing tasks believe they are making an important contribution, primarily helping their family member avoid placement in a nursing home. However, they are also more likely than those who perform fewer tasks to report feeling depressed or helpless. More than 1/3 reported being in fair or poor health; the longer a caregiver has been providing care the more likely she or he is likely to report failing health. There are indications that caregiving is becoming more emotionally stressful for some and that some are experiencing more financial hardship fulfilling this role than five years ago. These conditions are leaving many seniors at the risk of premature institutionalization.
Focus Area	Healthy Futures
Objective	Aging in Place
Number of Volunteer	4
Project Planning	
Service Activity	Companionship
Service Activity Description	Twenty four (24) caregivers reporting the need for additional support to avoid placement of a family member in a nursing home will receive respite a minimum of 4 hours weekly from 10 volunteers in partnership with 4 volunteer stations.
Anticipated # of Unduplicated Vols	11
Anticipated # of Total Vols Contributing	10
Anticipated Output	H13: Caregivers of homebound or older adults/individuals with disabilities receiving respite service
Target	20
How Measured	Activity Logs
Instrument Description	Volunteer time records, care plans, & letters of agreement.
Anticipated Outcome	H14: Number of caregivers who reported having increased social ties/perceived social support
Target	24
How Measured	Survey
Instrument Description	Survey of caregivers supporting family or others with dementia/ disabilities who report experiencing increased social ties & perceived social support.

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PM 3.1-Serving Non-Veterans

Applicant Organization	City of Albuquerque	Ending
Period Covered Starting		
Grant Number	14SCWNM002	
Community Need to be Addressed	Adult Day (ADC) Service provides a safe environment for seniors and adults with dementia and/or other disabilities. ADCs offer respite for caregivers, daytime meals, opportunities for socialization and stimulating activities to enhance or maintain motor & mental skills. Clients often are frail, may have dementia or multiple medical conditions. Many clients require one-to-one attention that staff cannot always provide. Share Your Care ADC staff indicates 28 clients attending ADC would benefit from the one-on-one service and companionship/attention from a SCP volunteer by assisting with redirection & encouraging participation in daily group or individual activities to increase socialization.	
Focus Area	Healthy Futures	
Objective	Other Healthy Futures	
Number of Volunteer	3	
Project Planning		
Service Activity	Serving Non-Veterans	
Service Activity Description	In partnership with four Adult Day Care sites twenty eight (28) clients will receive one-to-one attention/companionship from three volunteers a minimum of 10 hours weekly; clients will be encouraged to socialize and participate in single or group activities.	
Anticipated # of Unduplicated Vols	3	Anticipated # of Total Vols Contributing 6
Anticipated Output	OT2: Number of other older adults and individuals with disabilities served.	
Target	0	
How Measured	Other	
Instrument Description	Volunteer time records, care plans & letters of agreement.	

PM 4.1-Companionship

Applicant Organization	City of Albuquerque	Ending
Period Covered Starting		
Grant Number	14SCWNM002	
Community Need to be Addressed	The 2010 census reports a senior population in Bernalillo County (60+) of 76,195 or 15.5% of the total population. Of these, 351 have been identified by partnering agencies as being frail, isolated, having chronic disabilities, may be homebound and at risk of being prematurely institutionalized; 68 of these clients are in the surrounding Native Indian communities of SCP service area; all of these clients would benefit from SCP services. Many of the clients have no, or limited family support and have multiple diagnoses that can be exacerbated by their loneliness and lack of support. Most of the identified clients are lower income and cannot afford to pay for in-home care; in addition, services are limited or not available to several of the smaller rural Indian Communities.	
Focus Area	Healthy Futures	
Objective	Aging in Place	
Number of Volunteer	6	
Project Planning		
Service Activity	Companionship	
Service Activity Description	In partnership with 6 volunteer stations, 24 SCP volunteers will visit 197 frail, homebound, isolated seniors in their homes to provide friendly visits, companionship, assist with light household chores, light meal preparation, exercise, errands and assistance with ADLs. Senior Companions will be assigned 3-5 clients to provide 4 hours weekly of in-home visits & companionship. Limited transportation for shopping & medical purposes may be provided.	
Anticipated # of Unduplicated Vols	24	Anticipated # of Total Vols Contributing 32

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Anticipated Output Target	(PRIORITY) H8: Number of individuals receiving independent living services 0
How Measured	Activity Logs
Instrument Description	Volunteer time records, care plans & letters of agreement.
Anticipated Outcome Target	(PRIORITY) H9: Number of individuals with increased social support. 0
How Measured	Survey
Instrument Description	Surveys of recipients reporting increased social ties and perceived social support as a result of receiving SCP services.

PM 5.1-Serving Non-Veterans

Applicant Organization	City of Albuquerque
Period Covered Starting	Ending
Grant Number	14SCWNM002
Community Need to be Addressed	Nursing Home (NH) residents often times have limited contacts outside of their resident facilities, little or no family support, and have multiple chronic diagnoses that can be exacerbated by their loneliness and lack of support. They may remain isolated in their respective rooms; limit their socialization and participation in scheduled activities. One partnering agency identifies twenty five NH residents as being isolated and "room bound" and would benefit from friendly visits and companionship provided by a SCP volunteer. One SCP Volunteer limited by her own chronic disabilities continues a desire to remain useful and productive while providing service to others. This volunteer has been in place for 2 1/2 years and has been allowed to continue to avoid disruption of service; this placement allows the program to meet Federal ADA accommodations.
Focus Area	Healthy Futures
Objective	Other Healthy Futures
Number of Volunteer	1
Project Planning	
Service Activity	Serving Non-Veterans
Service Activity Description	One SCP volunteer in partnership with one agency will visit fourteen identified residents throughout the week on a regular schedule to encourage participation in activities outside of their rooms, increase socialization and enhance the quality of their lives. SCP volunteers with their own disabilities continue to provide SCP service. One SCP volunteer in partnership with one agency will have daily visits with six identified residents to encourage participation in activities outside of their rooms, increase socialization and enhance the quality of their lives.
Anticipated # of Unduplicated Vols	1
Anticipated # of Total Vols Contributing	1
Anticipated Output Target	OT2: Number of other older adults and individuals with disabilities served. 0
How Measured	Other
Instrument Description	Volunteer's time sheets, care plans & letters of agreement.

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Grant application ID: 15SC173186
 NOFA: FY 2015 SCP Quarter 4 (Year 2 or 3 of multi year grant)
 Type: Continuation Status: Grantee Initial Entry
 Submitted: 04/22/2015
 Legal Applicant Name: City of Albuquerque

PM 2.1-Companionship

Applicant Organization City of Albuquerque
 Period Covered Starting Ending
 Grant Number 14SCWNNM002
 Community Need to be Addressed AARP conducted a study in 2009 based on an online survey of 1,677 family caregivers, all of whom had provided unpaid care to a family member reports: 1) a large majority of caregivers provide care for a relative (86%); over 1/3 take care of a parent. The average age of today's caregiver is 49, and the average age of today's recipient is 69.3; older caregivers 65+ are most likely to be sole caregivers without the support of other unpaid caregivers. Caregivers provide an average of 20 hours of care per week. 2) Average age of recipients has increased from 2004 findings to 69.3; caregivers report providing services to recipients with long term disabilities, short term disabilities, or a combination of both and "old age". 3) Most family caregivers who provide help with five or more medical or nursing tasks believe they are making an important contribution, primarily helping their family member avoid placement in a nursing home. However, they are also more likely than those who perform fewer tasks to report feeling depressed or helpless. More than 1/3 reported being in fair or poor health; the longer a caregiver has been providing care the more likely she or he is likely to report failing health. There are indications that caregiving is becoming more emotionally stressful for some and that some are experiencing more financial hardship fulfilling this role than five years ago. These conditions are leaving many seniors at the risk of premature institutionalization.

Focus Area Healthy Futures
 Objective Aging in Place
 Number of Volunteer 4

Project Planning
 Service Activity Companionship
 Service Activity Description Twenty four (24) caregivers reporting the need for additional support to avoid placement of a family member in a nursing home will receive respite a minimum of 4 hours weekly from 11 volunteers in partnership with 4 volunteer stations.

Anticipated # of Unduplicated Vols 11 Anticipated # of Total Vols Contributing 11
 Anticipated Output H13: Caregivers of homebound or older adults/individuals with disabilities receiving respite service
 Target 20
 How Measured Activity Logs
 Instrument Description Volunteer time records, care plans, & letters of agreement.

Anticipated Outcome H14: Number of caregivers who reported having increased social ties/perceived social support
 Target 24
 How Measured Survey
 Instrument Description Survey of caregivers supporting family or others with dementia/ disabilities who report experiencing increased social ties & perceived social support.

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Grant application ID: 15SC173186
NOFA: FY 2015 SCP Quarter 4 (Year 2 or 3 of multi year grant)
Type: Continuation **Status:** Grantee Initial Entry
Submitted: 04/22/2015
Legal Applicant Name: City of Albuquerque

PM 4.1-Companionship

Applicant Organization City of Albuquerque
Period Covered Starting Ending
Grant Number 14SCWNM002
Community Need to be Addressed The 2010 census reports a senior population in Bernalillo County (60+) of 76,195 or 15.5% of the total population. Of these, 351 have been identified by partnering agencies as being frail, isolated, having chronic disabilities, may be homebound and at risk of being prematurely institutionalized; 68 of these clients are in the in the surrounding Native Indian communities of SCP service area; all of these clients would benefit from SCP services. Many of the clients have no, or limited family support and have multiple diagnoses that can be exacerbated by their loneliness and lack of support. Most of the identified clients are lower income and cannot afford to pay for in-home care; in addition, services are limited or not available to several of the smaller rural Indian Communities.

Focus Area Healthy Futures
Objective Aging in Place
Number of Volunteer 6

Project Planning

Service Activity Companionship
Service Activity Description In partnership with 6 volunteer stations, 24 SCP volunteers will visit 197 frail, homebound, isolated seniors in their homes to provide friendly visits, companionship, assist with light household chores, light meal preparation, exercise, errands and assistance with ADLs. Senior Companions will be assigned 3-5 clients to provide 4 hours weekly of in-home visits & companionship. Limited transportation for shopping & medical purposes may be provided.

Anticipated # of Unduplicated Vols 24 **Anticipated # of Total Vols Contributing** 32
Anticipated Output (PRIORITY) H8: Number of individuals receiving independent living services
Target 0
How Measured Activity Logs
Instrument Description Volunteer time records, care plans & letters of agreement.

Anticipated Outcome (PRIORITY) H9: Number of individuals with increased social support.
Target 0
How Measured Survey
Instrument Description Surveys of recipients reporting increased social ties and perceived social support as a result of receiving SCP services.

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Grant application ID: 15SC173186

OFA: FY 2015 SCP Quarter 4 (Year 2 or 3 of multi year grant)

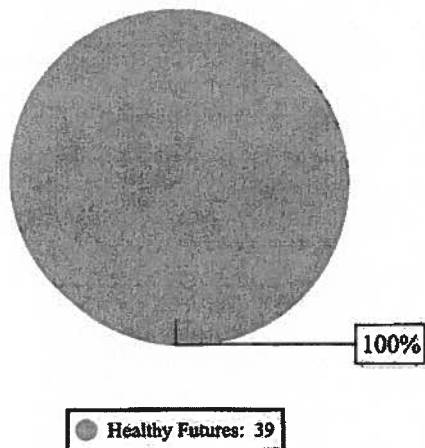
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Status: Grantee Initial Entry

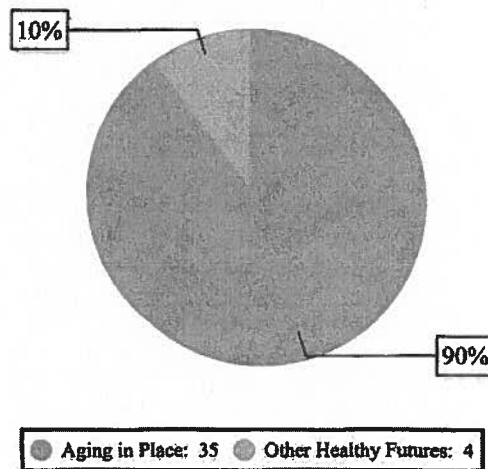
Submitted: 04/22/2015

Legal Applicant Name: City of Albuquerque

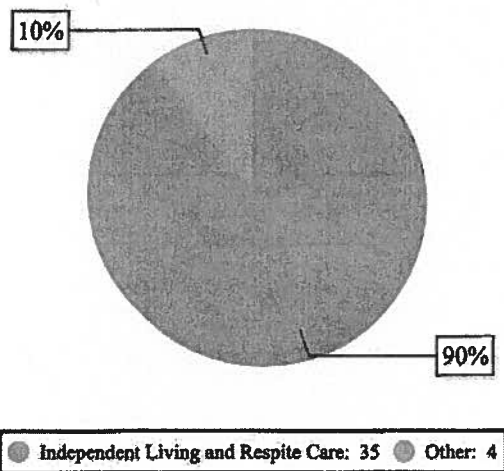
Unduplicated Volunteers by Focus Areas



Unduplicated Volunteers by Objective



Unduplicated Volunteers by Category Title



% of Unduplicated Volunteers working on/not working on Results tied to Outcome

