

1. Non-responsive:

*1. Describe the community you serve-including key economic, demographic, and geographic features.*  
“The Madison County Bridges Association” helps citizens of the tri-city area that was made famous by Clint Eastwood. Our population is varied. The geographic features of our County are unparalleled in beauty for the citizens to enjoy.

2. Weak:

*2. Provide information about how you will build public awareness of and support for the program within the community.*

The public’s awareness of this program is ensured by the Director’s participation in community activities so that others see our community presence. This last grant year we asked to participate in several booth displays and conducted many presentations. Support for our program is exclusively provided by the sponsor through Mill-Levy funds. New supports for our program will be sought on an as-needed basis.

3. Satisfactory:

*3. Describe how you will bring together people of diverse backgrounds.*

The Director works year-round to ensure the varied citizenry of our communities are served. By including diverse backgrounds among our partners, volunteer stations, funders and volunteers, we can identify unmet needs and solve problems together. Past efforts have culminated in our ability to utilize community members with diverse skills such as carpentry and cooking. This results in successful events like our Mardi Gras Fundraiser and our “Seniors at Home Program”. 95% of our community’s racial diversity is represented in our program through inclusion of associations such as the Mexican-American Association, Vietnamese Center, and the Shamrock Irish guild. To bring together diverse economic backgrounds we include all homeless shelters, consumer debt agencies, Non Profit Chamber of Service and the Rotary Club to solve problems such as excessive debt, poverty and supporting non-profit organizations. Examples of age diversity are achieved through regular inclusion of kids of school or college age, senior centers, churches, “mom’s night out” clubs and the Men’s Guild. This diversity raises solutions to many problems such as the program “Grandpa Teaches Me to Drive” campaign.

4. Strong:

*4. Describe how you mobilize community resources.*

County RSVP has worked diligently to partner with others in the community to mobilize resources. Through a partnership with the local University, RSVP volunteers have access to free computer courses as an added RSVP benefit. RSVP volunteers also work to mobilize volunteer resources by leveraging more volunteers through recruiting placements at 6 local nonprofits. Another example of how RSVP mobilizes community resources can be seen through our partnership with KRKR, the local public radio station. KRKR highlights a volunteer each week to help build awareness about RSVP.

## 5. Excellent:

### *5. Describe how, if at all, volunteers will participate in community activities.*

RSVP has implemented a program to easily allow area volunteer stations to request volunteers for short term community activities. The program, entitled Short-Stop, allows volunteer stations to send a notice to RSVP when they have an upcoming activity and need volunteers. The short term assignment description is then shared in our weekly e-blast that is distributed to 100 Short-Stop volunteers. Short-Stop volunteers can then easily register for the activity through the RSVP website. This allows volunteers to easily take on a new community activity on a trial basis. In the past two years that the Short-Stop program has been operating, volunteer stations have seen a 15% increase in the number of RSVP volunteers involved in their community activities.

In addition to the Short-Stop program, notices about community social activities that might appeal to RSVP volunteers are listed in the monthly e-newsletter that is distributed to all 400 RSVP volunteers. These activities include community gardening classes, free movie nights at the library, concerts, and other events. Our annual volunteer survey results indicate that RSVP volunteers utilize this resource an average of 4 times each year.

## 6. Non-responsive:

### *6. Describe how you enhance the capacity of organizations and institutions within the community.*

Kansas County RSVP enhances organizations by providing volunteers to nonprofits that can't afford to hire people.

## 7. Strong

### *7. Describe the relationship between your program and the community including how you select community partners and the role of each partner.*

Specific community partners for the proposed activities, all of which have a vested interest in the RSVP program include: POLICE (network between law enforcement, seniors, and support services in Madison County working together to improve the quality of life and safety for seniors; meets monthly and is attended by RSVP staff and volunteers), Aging Coalition (grassroots organization of 190+ seniors, businesses, and nonprofit organizations providing networking, education, and opportunities for collaboration on community projects; meets monthly; RSVP also serves on steering committee); Center for Independent Living (consumer controlled, community based, nonprofit organization promoting and practicing the philosophy of independent living; has increasing waitlist of consumers needing services of which our volunteers could support), Elder Crimes Task Force (network of agencies working to develop policies and practices, promote public education, and increase senior safety; RSVP serves on task force), Alzheimer's Resource Center (serves families and professional caregivers who live or work with Alzheimer's disease, care for caregivers is a primary mission of the center, and education, support, and resources are offered to the RSVP program), Council of Older Americans (meets bi-monthly to allow leaders of local senior clubs and senior centers to exchange relevant information to disseminate to hundreds of local seniors with whom members are individually connected).

## 8. Satisfactory:

### *8. Describe your organization's experience in the proposed program area.*

State Council on Aging has been the sponsor of State RSVP since 1985. We have successfully run this program for over 25 years and our organization is well respected within the community. Annually our RSVP program engages 250 RSVP volunteers benefitting 1500 area citizens. We have consistently met our performance measurement targets for the last 25 years and for the last 10 years we have exceeded our match requirements by 15%.

## 9. Strong:

### *9. Describe key staff positions responsible for program management, background, and experience of these staff members and/or plans to select and support additional staff.*

Two key staff members are responsible for implementing SCP. Sandra Bullock has been the SCP Director since 2000. Before coming to SCP, Ms. Bullock was the Director of Volunteer Services for the Volunteer Center of Kansas County for eight years. Ms. Bullock earned her BSW from State University.

Judy Dench has been the SCP Assistant since 2005. Ms. Dench previously worked as the office manager at Kimbrough and Associates, a local accounting firm. Her office management experience spans over 30 years.

There are not currently any plans to add additional staff.

## 10. Excellent:

### *10. Describe your agency's track record in successfully managing volunteer programs, involvement with seniors, and impact-based programming.*

For the past 20 years, Area Agency on Aging has been the sponsoring organization for SCP, but our track record in successfully managing volunteer programs, involvement with seniors, and impact-based programming extends far beyond SCP. Since its inception in 1965, the Area Agency on Aging has run the Avondale community's only Citizen Volunteer Program (CVP). The Citizen Volunteer Program utilizes area volunteers of all ages to meet the growing needs of seniors in our community. Projects include the Handyman Services program, Weatherization program, and Transportation program. Through these three aspects of the Citizen Volunteer Program, low-income area seniors can request assistance with handyman services in their home, weatherization projects, and transportation and Avondale residents can give back to their community. CVP is a citizen-driven program primarily steered by partnerships with three area high schools and has seen growth during each year of its existence. Currently CVP involves over 100 volunteers each year helping an average of 300 low-income seniors. Surveys of the seniors show that 95% of service recipients say that CVP has made a significant difference in their lives.

AAA has demonstrated significant involvement with seniors through the every day work of the organization. The mission of AAA is 'To empower older adults to live enriched lives independently.' This is demonstrated through the following services: CVP, Information and Referral, and RSVP. AAA has consistently ranked among the top 20 AAA in the nation for 15 of the last 20 years. All three main AAA programs focus on impact-based programming and require state or national reports on impact-based work plans. For the last 100 progress reports submitted for these programs, AAA has consistently met or exceeded their impact targets.

11. Non-Responsive:

*11. Describe your organization's capacity to assure the project has adequate facilities, equipment, supplies, purchasing procedures, and personnel management support, including clearly defined roles for staff and administrators, internal policies, including a travel policy.*

Our sponsor is very supportive and makes sure we have everything we need to run FGP.

12. Weak:

*12. Describe how you will build a corps of volunteers, including recruiting, retaining, and recognizing senior volunteers.*

The RSVP Coordinators in the communities will be recruiting volunteers that are 55 and older, along with any new seniors who have moved to their communities. The RSVP program will receive a list of people who have just moved to their communities on a weekly basis. If there are seniors that just moved here, we call them and send a letter with a free meal ticket to come and let us explain to them about the volunteer opportunities we have to offer. After recruitment of volunteers, we recognize a volunteer monthly for their service that they provide and honor them on their birthday with a gift, lunch, and a birthday cake.

13. Non-responsive:

*13. Explain how you will provide training and technical assistance to project staff, volunteers, volunteer station supervisors, and community participation groups.*

We will provide training and technical assistance by utilizing information and ideas received at State Conference, the Senior Corps website, and the Resource Center.

14. Non-responsive:

*14. Describe how you will work to integrate senior service into the activities of other service programs within the community.*

Through RSVP, seniors will be integrated into the community through service.

15. Satisfactory

*15. Describe how you manage information and data to demonstrate the concrete impacts of the project and its volunteers.*

We will continue to use Volunteer Reporter software to manage and access volunteer data. Volunteer Reporter offers comprehensive reports that allow the Project Director to easily access the number of volunteer hours, MOU renewal dates, volunteers to call for assignments requiring special skills, and contact information for volunteers and partners.

*16. Excellent*

*16. Describe how you manage project resources, both financial and in-kind, to ensure accountability and efficient and effective use of available resources.*

The project staff will work with the sponsor's Executive Director and Fiscal Director to properly budget, manage, document, record, and report the project's financial and in-kind resources. Annually, each budget item will be examined to ensure that it reflects the project's most current needs and expenses. Expenses are submitted by the Project Director to the Executive Director for approval. Once the Executive Director approves the expense, they are given to the Fiscal Director for payment. The Fiscal Director prepares the checks for payment. The checks are then signed by the President of the Board of Directors. There is policy in place that separates the duties between those who prepare the checks and those who sign them. The sponsoring agency's Board of Directors and Finance Committee meet monthly to provide sound fiscal oversight for the entire agency. In-kind vouchers are prepared by the Project Director and signed for by the person or organization providing the good or service. The value of the item is determined by fair market value and when possible the value of an item or service is verified on the internet and printed out and attached to the voucher. The in-kind voucher is submitted to the Fiscal Director, who tracks the in-kind amounts in the budget. This budget is provided monthly to the Executive Director and the Project Director who discuss the match amounts quarterly to ensure that the required match is being met.