

PART I - FACE SHEET

APPLICATION FOR FEDERAL ASSISTANCE		1. TYPE OF SUBMISSION: Application <input checked="" type="checkbox"/> Non-Construction	
Modified Standard Form 424 (Rev.02/07 to confirm to the Corporation's eGrants System)			
2a. DATE SUBMITTED TO CORPORATION FOR NATIONAL AND COMMUNITY SERVICE (CNCS): 05/15/12		3. DATE RECEIVED BY STATE:	
2b. APPLICATION ID: 12SR140626		4. DATE RECEIVED BY FEDERAL AGENCY: 05/15/12	
		STATE APPLICATION IDENTIFIER: 87-6000297	
		FEDERAL IDENTIFIER:	
5. APPLICATION INFORMATION			
LEGAL NAME: Davis County Health Senior Services DUNS NUMBER: 072979032		NAME AND CONTACT INFORMATION FOR PROJECT DIRECTOR OR OTHER PERSON TO BE CONTACTED ON MATTERS INVOLVING THIS APPLICATION (give area codes): NAME: Debbie Draper TELEPHONE NUMBER: (801) 525-5052 FAX NUMBER: (801) 525-5051 INTERNET E-MAIL ADDRESS: ddraper@daviscountyutah.gov	
ADDRESS (give street address, city, state, zip code and county): PO Box 618 Farmington UT 84025 - 0618 County: Davis			
6. EMPLOYER IDENTIFICATION NUMBER (EIN): 876000297		7. TYPE OF APPLICANT: 7a. Local Government - County 7b. Area Agency on Aging Health Department	
8. TYPE OF APPLICATION (Check appropriate box). <input checked="" type="checkbox"/> NEW <input type="checkbox"/> NEW/PREVIOUS GRANTEE <input type="checkbox"/> CONTINUATION <input type="checkbox"/> AMENDMENT If Amendment, enter appropriate letter(s) in box(es): <input type="text"/> <input type="text"/> A. AUGMENTATION B. BUDGET REVISION C. NO COST EXTENSION D. OTHER (specify below):		9. NAME OF FEDERAL AGENCY: Corporation for National and Community Service	
10a. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: 94.002 10b. TITLE: Retired and Senior Volunteer Program		11.a. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: Davis County RSVP	
12. AREAS AFFECTED BY PROJECT (List Cities, Counties, States, etc): Davis County		11.b. CNCS PROGRAM INITIATIVE (IF ANY):	
13. PROPOSED PROJECT: START DATE: 09/30/12 END DATE: 09/30/15		14. CONGRESSIONAL DISTRICT OF: a.Applicant <u>UT 001</u> b.Program <u>UT 001</u>	
15. ESTIMATED FUNDING: Year #: 1		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	
a. FEDERAL	\$ 175,000.00		
b. APPLICANT	\$ 32,650.00		
c. STATE	\$ 0.00		
d. LOCAL	\$ 32,650.00		
e. OTHER	\$ 0.00		
f. PROGRAM INCOME	\$ 0.00		
g. TOTAL	\$ 207,650.00		
17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT? <input type="checkbox"/> YES if "Yes," attach an explanation. <input checked="" type="checkbox"/> NO			
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: Sally Kershisnik		b. TITLE:	c. TELEPHONE NUMBER: (801) 525-5163
d. SIGNATURE OF AUTHORIZED REPRESENTATIVE:			e. DATE SIGNED: 05/15/12

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Executive Summary

Legal Applicant- Davis County Health Department- Senior Services

Serving Davis County since 1934, the Davis County Health Department is the oldest established local public health department in Utah. In 2006, Davis County area agency on aging became part of the Davis County Health Department under the Family Health and Senior Services Division.

The Davis County Health Department's Senior Services bureau has been serving those aged 60 and older for more than thirty years and is committed to promoting the dignity, self determination, well being and contribution of older adults. The Senior Services bureau proposes to develop and manage the Retired and Senior Volunteer Program (RSVP) in Davis County, Utah. The RSVP Director will report to Debbie Draper, Senior Centers Bureau Manager, who then reports to Sally Kershisnik, Family Health and Senior Services Division Director, she reports to Lewis Garrett, Davis County Director of Health.

The Health Department is committed to a continuous quality improvement process. Staff members are encouraged to seek out ways to improve programs, processes, activities in bettering the service provided to the public. This staff focused approach empowers employees to design and implement improvements throughout the Department.

Number of volunteers: 500 RSVP Volunteers will be recruited, trained, placed and maintained over the project period of three years.

Dollar Amount Requesting: \$175,000

Service Categories addressed: Healthy Futures- Independent Living: Congregate Meals; Healthy Futures- Independent Living: Food Security; Health Futures- Independent Living- Hospital Readmission Rate Reduction: Education: Tutoring and Child(elementary) literacy; Environmental Stewardship: Park Facilities/Trail Improvement; Hospital and Clinical Support Services; and Senior Center Programs.

Community Needs Addressed: RSVP will address the community needs identified by the Health Department, local advisory council, the local food pantry and HealthInsight by serving in nutrition

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services to combat hunger among the elderly, tutoring children in Davis School District, assisting to reduce hospital readmission rates among Medicare beneficiaries, and human needs programs. The population age 55 and older is substantial enough to accomplish our goals. As of the 20120 census, 50,780 individuals ages 55 and older reside in Davis County. Senior based programming is essential to the life of our communities.

Research based methods used: CRTs, DIBLES and STAR testing will be used as well as teacher input for tutoring programs. HealthInsight will provide data regarding hospital readmission rates in the two hospitals served in Davis County. Nutrition services will provide data from both congregate meal and home delivered meals programs as well as surveys from program participants.

Project's Anticipated outcomes: Elementary age students will improve reading, comprehension and math skills needed to advance to next grade. Seniors participating in congregate meals will experience a sense of belonging and social connection to others. We will reduce hunger among seniors by providing them with a hot, well balanced meal daily. Hospital readmission rates among Medicare beneficiaries will reduce to Medicare approved levels. RSVP Volunteers will feel more connected to their community in which they live and will enjoy a better quality of life

Strengthening Communities

Serving Davis County since 1934, the Davis County Health Department is the oldest established local public health department in Utah. From the beginning, the Health Department has strived to ensure quality public and environmental health in Davis County and uphold its mission to assure the conditions in which people live are healthy. In 2006, Davis County area agency on aging became part of the Davis County Health Department under the Family Health and Senior Services Division.

The Davis County Health Department's Senior Services bureau has been serving those aged 60 and older for more than thirty years and is committed to promoting the dignity, self determination, well being and contribution of older adults. The Senior Services bureau proposes to develop and manage the Retired and Senior Volunteer Program (RSVP) in Davis County, Utah.

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Established in 1850, Davis County is the smallest county in Utah with Farmington designated as its county seat. Sandwiched between the Wasatch Mountains to the east and the Great Salt Lake to the west, Davis County has an inhabitable land area of 265 square miles. Davis County includes Antelope Island, which is the largest island in the lake. The entire island is a state park, designated to protect natural scenery and especially wildlife on the island, which includes bighorn sheep, pronghorn, and a bison herd.

According to the recent 2010 census, Davis county has 306, 479 residents, third largest population in Utah's counties. The number of those ages 55 and older totals 50,780. The racial makeup of the county is 90.04% White, 1.21% Black or African American, 0.46% Native American, 1.77% Asian, 0.59% Pacific Islander, 3.24% from other races, and 2.69% from two or more races. 8.42% of the population is Hispanic or Latino of any race. By 2030, the county is expected to have a population of about 360,000. Today, most of the population resides in Layton, Bountiful, Kaysville, and Clearfield while most of the growth is concentrated in the northwest, northeast, and southwest portions of the county, and especially in such cities as Syracuse, Clinton, West Point, South Weber, and Woods Cross.

Davis County's largest employer is Hill Air Force Base. Hill AFB is a dominant feature of the economy of Davis County. Earnings of civilians at Hill AFB are almost double the state average. Hill AFB accounts for about 12% of the economy of Davis County and about 2.6% of the economy of Utah. Hill AFB provides employment for nearly 23,000 military and civilian personnel (approximately 4,500 active duty, 1,200 reservists, 13,000 federal civil servants, and 4,000 civilian contractors). Other large employers include Davis School District, Lagoon Amusement Park, and Lifetime Products.

Public education in Davis County is served by the Davis School District. There are currently 59 elementary schools, 16 junior high schools, 8 high schools, and 3 alternative schools in the school district.

RSVP will address the community needs that have been identified by the Davis County Board of Health and the Senior Services Advisory Council by working with agencies and programs that serve low income

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individuals, provide assistance with independent living skills and healthy futures, schools and early education programs as well as working with Hill Air Force Base to assist active duty military and their families and veterans. As the economy struggles to improve, senior based volunteer programs have become necessary to keep our communities flourishing. Davis County Senior Services has great working relationships with social service agencies in the county. We continue to strengthen these relationships by offering support, training and services to many of their clients. This is accomplished through first-rate services such as: Meals on Wheels, Alternatives Program, Senior Centers, Medicaid Waiver, Caregiver Services, Medical Transportation, Ombudsman, Outreach, and the Older Worker Program. RSVP will offer diverse and meaningful volunteer opportunities at a variety of stations such as: Antelope Island State Park, Senior Centers, Meals on Wheels Program, Davis Hospital, Davis School District and Lakeview Hospital just to name a few. These are all organizations that contribute to the communities in which RSVP will serve, and with volunteer assistance, are better able to provide quality educational, environmental and healthy services to community members.

Recruitment and Development

RSVP will recruit, orient and place volunteers in volunteer stations that best fit the wants and needs of the volunteer. We propose to reactivate those past RSVP volunteers and provide them with meaningful and challenging volunteer opportunities. We will develop and maintain a core group of 400 volunteers over the course of three years. These volunteers will serve an average of four hours per week, forty six weeks of the year for an estimated yearly total of 73,600 hours. RSVP will focus recruiting efforts in underrepresented areas. Nationally, as of 2009, 26% of men were likely to volunteer compared to 63% of women. We propose to elevate the status of volunteer. The stereotype of traditional volunteer work as "women's work" still exists today. Rather than being respected and admired in society, volunteers are viewed by some as free labor with no responsibilities. By providing meaningful recognition to our volunteers, we will be able to eliminate the old status quo.

By focusing our efforts on skill based professionals, we will encompass men as well as the baby boomer

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population. In a 1999 AARP survey of boomers regarding how they envision their retirement years, 27 percent said they expect to volunteer more in their communities when they retire. RSVP will actively look for and develop volunteer positions that will engage and motivate this new group of volunteers, assist in building new skills, developing leadership potential and providing them with a way to leave their mark on society. Volunteer opportunities will allow the volunteers to reflect on the meaning of service to the community and assist in enhancing the quality of their own lives. RSVP will use public presentations, local newspapers, and digital media as tools for recruitment.

RSVP will expand the use of volunteers in Senior Services programs as well as community organizations. Regular station site visits will be conducted to discuss the needs of the volunteer station, the volunteers, the station supervisors and potential opportunities for training. RSVP will provide assistance to station supervisors in developing job descriptions, volunteer recruitment and retention as well as volunteer recognition. During site visits discussions will be held with both site staff and volunteers to explore problems and needs, celebrate successes, as well as to make sure performance measures are being met. We will work to make RSVP a focal point in the community for seniors and services organizations to contact as a resource for volunteer opportunities. Volunteer opportunities will be posted in the Ogden Standard Examiner, the Davis County Clipper and the Salt Lake Tribune, online through volunteer match, 211, as well as our Facebook page. RSVP volunteers will be encouraged to spread the word about their volunteer services as well. We are hopeful that through these recruitment avenues we will be able to increase our volunteer base as well as recruit from the underrepresented areas.

Regular trainings will be offered to project staff, volunteers, volunteer station staff and community organization groups. These trainings will provide information on volunteer recruitment, volunteer retention, technical assistance and volunteer recognition.

Volunteer service will be recognized in newspaper articles and through award nominations. Articles will be sent monthly to local newspapers detailing the amazing contributions RSVP volunteers are making in our communities. RSVP will host an annual recognition event where RSVP volunteers are invited to

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attend and enjoy a moment in the spotlight. These events will allow others to serve the volunteers and show gratitude for the services they have rendered. Special cards will be sent randomly each month to thank a volunteer for the amazing service they provide. Mileage reimbursement will be offered to volunteers for travel to and from their volunteer station.

Program Management

Davis County RSVP will ensure high quality project management by providing meaningful and rewarding volunteer opportunities to RSVP volunteers. Volunteers will be given the opportunity to serve underprivileged children in Davis School District and Head Start or work with low income homebound seniors in Meals on Wheels. RSVP will offer the kind of opportunities that build new skills or utilize existing skills. We will build and maintain a base of 35 volunteer stations; allowing a variety of opportunities to serve.

RSVP staff will be visible in volunteer stations, allowing volunteers to express concerns, ideas and suggestions for new volunteer opportunities. An advisory council will be created with representation from community organizations, station staff, volunteers and senior services staff. The council along with RSVP Staff will create a schedule of recruitment events and community groups where information regarding RSVP and the opportunities it provides can be presented.

RSVP advisory council members will be active community members and will be willing to assist with all activities of RSVP. Members may make site visits, provide input in work plan and assist with fund raising and in-kind donations.

RSVP staff will maintain accurate records containing volunteer demographics, monthly service hours and station information on the computer. The system will be supported by Davis County Information Systems staff and backed up nightly. Davis County RSVP proposes to use 'Volunteer Reporter' or a similar form of volunteer management software, to ensure the accuracy of volunteer information, hours served, years of service and volunteer station information. This software will also allow printing of volunteer mailing labels, birthdates and the ability to make notes on individual volunteers and stations.

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Annual computer training will be provided as needed. RSVP staff will work with local community boards and groups to promote volunteerism and positive images of older adults. The RSVP director will attend state, regional and national CNCS meetings and trainings as required and necessary.

Volunteer station supervisors will assist with Performance Measurements by providing information for measurement and data collection. All stations will incorporate performance measurements as part of their memorandum of understanding (MOU). MOU's will be signed every three years. RSVP staff will continue to promote public awareness, provide technical assistance and trainings, build a core of volunteers, network and build community partnerships and assure a meaningful and rewarding experience for the volunteers.

RSVP will manage project resources with the assistance of Health Administrative staff. These staff members will assist with the tracking of grant funds, in-kind donations and cash, as well as be accountable to Davis County Clerk Auditor's office. Utilizing this method will provide for accurate project accountability and efficiency and allow RSVP staff to effectively use available resources.

Organizational Capability

The Retired and Senior Volunteer Program will be placed in the Family Health and Senior Services Division of the Davis County Health Department. The RSVP Director will report to Debbie Draper, Senior Centers and Nutrition Services Bureau Manager, who reports to Sally Kershisnik, Division Director, who then reports to Lewis Garrett, Director of Health.

One full time RSVP director will be hired to administer the RSVP program in Davis County. This person will be found through local and regional advertising and will have experience in the recruitment and retention of volunteers, as well as experience working with seniors and community agencies.

Debbie Draper has eight years of experience working with Senior Corps programs. She has worked with both RSVP and FGP as director in two separate sponsoring agencies in Utah. Debbie was able to expand RSVP in Weber County through a PNS grant and was successful in a bid for a new FGP project in Utah. During her time with Senior Corps, Performance Measurements was implemented.

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The Davis County Health Department is governed by the Board of Health, which is appointed by Davis County Commission. The Commission has in place policies, standards and administrative rules that promote the compliance with all federal and state guidelines, safeguard the use of public funds, and provide quality client care in the implementation of services and programs. These policies provide a framework for all decisions made in the agency. They cover personnel management and evaluation, purchasing, travel, and administrative functions. The Health Department has a thirty five year history of effectively administering federal grants to meet community needs in the areas of nutrition, transportation, Older American Act funds, Women, Infants and Children Programs, Tobacco Control, Homeland Security/Bioterrorism, grants from the Center for Disease Control.

Davis County Health Department has a strong track record of successfully managing volunteer programs, involvement with seniors and impact based programming. The Health Department is currently undergoing the process for national accreditation and is focusing on Quality Improvement throughout all department programs. Staff is tasked with continually seeking to improve programs, methods and services for the benefit of clients, staff, the department and the County. This team driven QI process allow staff the opportunity to design and suggest changes for improvements.

As the area agency on aging, Davis Health provides support and advocacy, for the well being of the senior population. The department's impact based programming in immunizations, long term care, environmental health, and communicable diseases demonstrates a high level of commitment to high quality, accessible and cost effective services to all its clients. These services allow seniors access to non-traditional aging programs.

Other

none

PNS Amendment (if applicable)

none

Required Documents

<u>Document Name</u>	<u>Status</u>
Articles of Incorporation	Not Applicable
Board of Directors	Sent
CPA Certification	Not Applicable
Certification of non-profit status	Not Applicable
Organizational Chart	Sent
Project Director's Job Description	
Community Advisory Group names and addresses	Sent
Negotiated Indirect Cost Agreement	Not Applicable
Statement of whether applicant is subject to A133 audit	Sent
Statement of date of last A133 audit	Sent
Roster of Volunteer Stations	Sent
Aggregate Dollar Amounts of funding	Not Applicable
List of the names of any Funding Organizations/Sources	Not Applicable