

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): 10/17/12	3. DATE RECEIVED BY STATE:	STATE APPLICATION IDENTIFIER:														
2b. APPLICATION ID: 13SR142732	4. DATE RECEIVED BY FEDERAL AGENCY: 10/17/12	FEDERAL IDENTIFIER:														
5. APPLICATION INFORMATION																
LEGAL NAME: Catholic Charities of Broome County DUNS NUMBER: 131853905	NAME AND CONTACT INFORMATION FOR PROJECT DIRECTOR OR OTHER PERSON TO BE CONTACTED ON MATTERS INVOLVING THIS APPLICATION (give area codes): NAME: Debra M. Kerins															
ADDRESS (give street address, city, state, zip code and county): 232 Main St Binghamton NY 13905 - 2610 County: Broome	TELEPHONE NUMBER: (607) 231-0726 FAX NUMBER: INTERNET E-MAIL ADDRESS: dkerins@ccbc.net															
6. EMPLOYER IDENTIFICATION NUMBER (EIN): 161170407	7. TYPE OF APPLICANT: 7a. Non-Profit 7b. Faith-based organization Local Affiliate of National Organization															
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: RSVP of Broome County															
12. AREAS AFFECTED BY PROJECT (List Cities, Counties, States, etc): New York Opportunity #5 Broome County New York	11.b. CNCS PROGRAM INITIATIVE (IF ANY):															
13. PROPOSED PROJECT: START DATE: 04/01/13 END DATE: 03/31/14	14. CONGRESSIONAL DISTRICT OF: a.Applicant <input type="text" value="NY 022"/> b.Program <input type="text" value="NY 022"/>															
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															
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%; border: none;">a. FEDERAL</td> <td style="border: none; text-align: right;">\$ 59,897.00</td> </tr> <tr> <td style="border: none;">b. APPLICANT</td> <td style="border: none; text-align: right;">\$ 61,441.00</td> </tr> <tr> <td style="border: none;">c. STATE</td> <td style="border: none; text-align: right;">\$ 5,693.00</td> </tr> <tr> <td style="border: none;">d. LOCAL</td> <td style="border: none; text-align: right;">\$ 22,688.00</td> </tr> <tr> <td style="border: none;">e. OTHER</td> <td style="border: none; text-align: right;">\$ 33,060.00</td> </tr> <tr> <td style="border: none;">f. PROGRAM INCOME</td> <td style="border: none; text-align: right;">\$ 0.00</td> </tr> <tr> <td style="border: none;">g. TOTAL</td> <td style="border: none; text-align: right;">\$ 121,338.00</td> </tr> </table>	a. FEDERAL	\$ 59,897.00	b. APPLICANT	\$ 61,441.00	c. STATE	\$ 5,693.00	d. LOCAL	\$ 22,688.00	e. OTHER	\$ 33,060.00	f. PROGRAM INCOME	\$ 0.00	g. TOTAL	\$ 121,338.00	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT? <input type="checkbox"/> YES if "Yes," attach an explanation. <input checked="" type="checkbox"/> NO	
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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: Lori Accardi	b. TITLE: Executive Director	c. TELEPHONE NUMBER: (607) 729-9166 318														
d. SIGNATURE OF AUTHORIZED REPRESENTATIVE:		e. DATE SIGNED: 10/16/12														

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Executive Summary

The RSVP Project of Broome County has 520 unduplicated volunteers serving in 33 stations throughout the County. The Healthy Futures Primary Focus Area is the priority of the project. Volunteers serve as osteoporosis prevention exercise leaders for seniors and lead free one-hour exercise classes two or three times a week in various community locations including senior centers, faith-based organizations and town halls. Participants report increased physical activities and improved eating habits. As Peer Educators for Stanford's Chronic Disease Self-Management Programs for seniors and veterans and their families, volunteers facilitate the evidence based six week workshops meeting weekly for two and a half hours each session; to teach self-management skills at various locations in the community including senior housing complexes, the Vet Center, senior centers and faith-based organizations. A minimum of four workshops are held annually. Participants report improved health behaviors. Telephone reassurance volunteers for frail and/or isolated seniors make an average of 12-15 calls per week from their homes. Clients report feeling more secure receiving daily telephone reassurance calls. Volunteers for the shopper program serve frail/homebound seniors in their homes by grocery shopping for them and clients report the program helps them to remain living independently. RSVP volunteers deliver Meals-on Wheels to elderly and disabled individuals to help them remain living independently in their homes. Food pantry volunteers serve individuals and families experiencing a food emergency. Additionally, RSVP volunteers serve in community priority areas throughout the county in such activities as the "Kids Keeping Kids Warm" coat drive for needy children and the "Thanksgiving & Christmas Basket" sign ups for low income residents. RSVP of Broome County is seeking \$59,896 in Federal funds and \$61,442 in non-federal funding.

Strengthening Communities

Broome County is located at the bottom of New York State approximately 15 miles north of the Pennsylvania border, in a section of the state called the Southern Tier. The Chenango River meets the

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Susquehanna River in the City of Binghamton which flows through the county. It is made up mostly of rural towns and villages that surround the larger city of Binghamton. In September 2011 Tropical Storm Lee dumped 8.98 inches of rain in the region days after Hurricane Irene saturated the area, resulting in a devastating flood. The \$34.8 million in federal direct aid to Broome County individuals and \$86.6 million in applications for federal aid to public entities are both the largest in the State from either Lee or Irene. Combined Lee and Irene are considered the largest natural disaster in New York State history. (Press and Sun-Bulletin 9/9/12). The County continues to recover from the flood. As our nation rebounds from the economic crisis, the impact the recession has had on families will be felt for a long period of time. Broome County residents are experiencing this crisis greater than other parts of the Country and State. (Pew research Center, Press and Sun Bulletin 8/23/2012) The area unemployment rate in July 2012 was 9.1% and is higher than the rate of 8.7% for other upstate counties (NYSDOL). The median income for a household in the county is \$35,347. The US Census Bureau State and County Quick Facts establish that there were an estimated 199,031 people living in Broome County in 2011. Approximately 90% of Broome County's population is white with African Americans, Asians and residents reporting Hispanic and Latino origin making up the other 10%. The elder population in Broome County makes up a higher proportion of the entire population than do elder populations at the state and local level. The Binghamton University Geography Department supplied the Broome County Office for Aging with population projection of the size of the senior population in 2008 suggesting that there were 43,633 individuals over the age of 60 (Broome County Office for Aging Draft Plan for services 2010-2012). The Broome County Health Department - Community Health Assessment 2010-2013, reports that in Broome County 16.4% of individuals are over 65 compared to New York State where the population of individuals 65 and over is 13.5%. Maps from the Census 2000 showing counties by age concentration (Appendix B5-B7) depict the lower concentration of youth and the higher concentration of elderly relative to the rest of New York State.

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According to the 2010 Census results listed in the 2012-2016 Broome County Office for Aging Draft Plan for Services, there was a 23% increase in the 85+ population from 2000-2010 in the county.

Today life spans are longer. From 2000-2010 the number of people in the 65-69 and 85-99 age groups grew at a rate three times faster than the population as a whole according to the U.S. Census data as reported in the Press and Sun-Bulletin Binghamton, N.Y. on July 31, 2012. Needs assessment surveys administered to this population by our County Office for Aging indicate in-home services, transportation and health education as examples of assistance that is required.

Broome County Office for Aging has identified a need to ensure that the food needs of the ill elderly are met. Over 197,000 home delivered meals were delivered to elderly in the community in 2011.

Research shows the home delivered Meals on Wheels Program helps to improve the nutritional and functional status of the recipients and helps to reduce length of hospitalization and improves the immune system for the chronically ill elderly, according to the Broome County Office for Aging Plan for Services 2010-2012. Better health helps older adults to stay independent longer. Broome County has two Meals on Wheels Programs that serve the county and the directors of these nutrition sites state that the continual volunteer support is necessary to ensure that the Home Delivered Meals Program can serve the community's elderly. For homebound seniors the daily home delivered meal may be the only hot, nutritious meal they eat in a day. RSVP Volunteer teams deliver a hot noon meal and a cold supper to residents throughout the county who are unable to prepare their own meals. As a result of the volunteers service 450 older adults and individuals with disabilities receive delivered meals annually. This is measured by Meal Distribution Logs and reported to RSVP.

While social connections are associated with healthy aging, according to the Broome County Office for Aging Plan for Services 2010-2012, living alone can put seniors at risk for illness, isolation and premature institutionalization. Broome County Office for Aging reports that over 6,000 of those over the age of 75 live alone, which is 37% of this cohort. Through telephone interviews conducted by the

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social connections work group of The Aging Futures Partnership in 2004, seniors who remain in their homes and live alone have expressed anxiety over the possibility of unsafe situations that could occur without anyone being notified to help. The "Good Morning Broome" Telephone Reassurance Program provides seniors with support needed to remain living independently. RSVP trained volunteers make daily phone calls checking on homebound or isolated seniors. As a result of the volunteers service 30 homebound and/or isolated senior receive a daily phone call Monday through Friday, in the 12 month grant period. Volunteer call logs measure the number of individuals served. 95% of homebound and isolated seniors will report that the program has made them feel more secure and less isolated. An annual Telephone Program Evaluation measures the impact of the program.

The Shopper Program for homebound seniors helps them to remain living independently by providing on-going help with weekly grocery shopping. The Broome County Office for Aging Draft Plan for Services 2013-2016 reports 74 unduplicated clients in 2011. RSVP volunteers grocery shop weekly and 12 individuals receive shopping assistance in the grant period. Volunteer time sheets and logs track the number of individuals served.

According to Quick Facts from the US Census Bureau, in 2010 15.5% of Broome County residents live below the poverty level. The New York State Kids Count data center for Broome County reported that 22.7% of children under the age of 17 live in poverty. In their 2008 annual report, the Food Bank of the Southern Tier reported that supplemental food distribution sites in their six county service area (including Broome County) had a 28% increase in the number of people seeking assistance. In 2011 Broome County received 20% of the 6,734,363 pounds of food that was distributed over six counties in central New York. In the 2010 Hunger in America report, the Food Bank of the Southern Tier reported that 1 out of 8 residents in the Southern Tier seek food assistance. RSVP's sponsor, Broome County Catholic Charities, has identified feeding the poor as a central core of its mission and a community need that is increasing each year

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due to the downturn in the economy and changes in welfare legislation.

RSVP volunteers serve at emergency food pantries distributing food. 4400 unduplicated low-income individuals receive emergency food assistance through one or more food distribution efforts each month. Site records at distribution sites and reported to RSVP measure the number of clients.

Osteoporosis is often called the "silent disease" because bone loss occurs without symptoms. People may not know that they have it until their bones become so weak that a sudden bump, strain or fall causes a fracture or a vertebra to collapse. The National Osteoporosis Foundation (NOF) estimates that direct care for such fractures cost \$18 billion a year and that the costs are rising. The NOF also states in its Prevalence Report that osteoporosis and low bone mass are currently estimated to be a major public health threat for almost 44 million US women and men aged 50 and older. The 44 million people with either osteoporosis or low bone mass represent 55% of the people aged 50 and older in the United States. Osteoporosis education is a priority in New York State where at least three million women and men aged 50 and older either have osteoporosis or are at significant risk of developing the disease according to the web site www.ny.gov. In Broome County where there is an estimated population of over 43,000 individuals aged 60 and older the osteoporosis risk is great.

Trained RSVP volunteers will lead free Bonesaver Exercises classes throughout the county in locations such as senior centers and churches two or three times a week for one hour. Typical class activities include weight bearing exercises for both upper and lower body, balance, and flexibility exercises. Over 230 individuals attend 36 Bonesaver exercise classes offered each week. Class rosters and attendance sheets measure the number of participants served.

The need for health education programs continues to be on the rise as individuals age and experience chronic conditions. More than 80% of New York State residents age 60 and older has one or more chronic condition according to the New York State Plan on Aging 2011-2015. RSVP is in partnership with the State University of New York at Albany Center for Excellence in Aging and Community

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Wellness to deliver Stanford University Patient Education Self Management Programs. According to the American Diabetes Association web site 25.8 million children and adults in the United States or 8.3% of the population has diabetes. The needs assessment data collected by the Broome County Office for Aging (BCOFA) Draft Plan for Services 2010-2012 reports that seniors have expressed a need for convenient and affordable education on chronic disease. RSVP is working with the Binghamton Vet Center to deliver the Stanford's Chronic Disease Self Management Programs to Veterans and their families.

Trained RSVP Peer Educators facilitate self management workshops, once a week for six weeks, two and a half hours each session, teaching Stanford's Self- Management Programs. 60 participants complete the workshop attending four out of six sessions annually. Class attendance sheets measure the number of participants.

Volunteers are managed by program orientations, trainings, timesheets, in-service trainings, annual volunteer satisfaction surveys and follow up phone calls. Stations are managed by site visits, volunteer time sheets and station recognition and training meetings.

Recruitment and Development

When a new volunteer enters the program the volunteer coordinator does a personal interview with the volunteer to develop a relationship and to learn the individual's goals and interests for becoming a volunteer. A new volunteer orientation is held to educate new members about RSVP and they are given a volunteer handbook with program information that is updated annually. Initial training is done by RSVP staff and/or the station. Volunteers recruited as Peer Educators for Stanford's Self- Management health classes take 32 hours of training and attend an annual in-service. After a fidelity observation during a class session the leaders are given feedback. Exercise leaders take 8 hours of training and also have an annual in-service. Site visits also ensure that classes are taught correctly and procedures are followed. Food pantry volunteers take the same training Catholic Charities staff takes

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and further training is done at the pantry site. Telephone reassurance volunteers take three hours of training to include communication skills, listening skills, confidentiality, and Maslow's Hierarchy of Needs and Boundaries. Our quarterly newsletter shares current information. Stations provide training and a follow up phone call by RSVP staff to the volunteer, assesses the placement and ensures the volunteer is satisfied with the position. Our annual volunteer survey informs us of volunteer satisfaction and needs. Staffs works closely with our volunteers to meet their volunteer needs as many, winter in warmer climates, travel, are involved with their family and community activities and want to have a flexible volunteer schedule.

RSVP of Broome County has been successfully recruiting and placing volunteers with non-profits, government agencies and schools for 40 years. RSVP provides recruitment information at health and wellness fairs, non-for profit fairs, and at an annual Broome County Senior Picnic. Staff members and volunteers have held presentations at senior centers, senior housing, a retired teachers meeting, service organizations, at RSVP sponsored exercise programs, and at RSVP sponsored health classes. The Project Director has been on local television and radio programs. RSVP holds Open Houses recruiting volunteers and invites and organizes partnering non-profits to join in the events, highlighting a large variety of volunteer opportunities. Open houses are held in different locations in the county as to draw from all areas of the county. In 2012 RSVP held an open house and invited stations to participate in the volunteer recruitment event held at a local historical museum, showcasing the facility and the volunteer opportunities there, as well as all volunteer opportunities with RSVP and stations. A second Open House in 2012 was held with a new partner, The Binghamton Regional Sustainability Coalition, to recruit volunteers for Environmental Stewardship volunteer opportunities in the Green Jobs Green New York Program offered through the New York State Research and Development Authority, encouraging consumers to take steps to make their homes more energy efficient. Volunteer recruiters at many stations provide recruitment and referrals to our

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agency. We collaborate with our local United Way and the RSVP Project Director attends the Regional Volunteer Center of the Southern Tier Advisory Council. Volunteers aged 55 and older are referred to RSVP. A web site called Volunteer Match is also used. RSVP of Broome County is listed on two local web sites, catholiccharitiesbc.org and Unitedwaybroome.org. We submit articles to our Broome County Office for Aging Senior News Paper. Outreach efforts to reach persons with disabilities and veterans and their families are made at our health classes where we facilitate Stanford's Chronic Disease Self- Management Programs. Other outreach efforts to include persons of all races, ethnicities and varying degrees of English language proficiency include fliers to targeted groups, neighborhood assemblies and Catholic Charities food pantries. Presentations are made at low income housing projects and health and exercises classes held at these facilities promote RSVP and volunteer opportunities. Our Advisory Council comes from a diverse background that represents many different agencies that serve various populations and work to raise awareness of the project.

RSVP recognizes volunteers in many ways. We have volunteers make calls to their peers on their birthdays and one volunteer sings to them, generating a lot of positive feed back as the volunteers enjoy this special acknowledgement. We also include all agency thank you cards received in our office in our quarterly newsletter. During National Volunteer Week a large sign thanking our volunteers was displayed in front of our office building and each individual was called by an RSVP volunteer thanking them for their service. Annually we hold a Recognition Event and in 2012 we held a new event and took RSVP Volunteers to the movies. Volunteers watched The Lucky One in one of three movie theaters we rented out .We had tables of donated refreshments including fresh popcorn and gave out door prizes. Our annual recognition events are well attended and we receive feedback on how much the volunteers enjoy the events and look forward to them.

Program Management

RSVP of Broome County has served the community residents and human service agencies for over 40

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years. Catholic Charities has been our sponsor since 1975. The staff consists of two full-time and one part-time employee. The Interim Program Director has been with RSVP for four years; the first three years as a Health and Wellness Volunteer Coordinator and currently as Interim Project Director. She is trained as a Bonesaver and arthritis exercise leader, is a volunteer coordinator, is a Master Trainer for Stanford University's Patient Education Programs in Chronic Disease Self-Management, and is Senior Corps Director. The Volunteer Coordinator has been with RSVP for fourteen years working with stations and volunteers in the community. The part-time data entry clerk has been with RSVP for twelve years. Our RSVP Advisory Council is made up of sixteen individuals from various backgrounds that work in human service and corporate fields or have retired from the former; three of these members are RSVP volunteers.

RSVP has a supportive sponsor in Catholic Charities. Assisting with the RSVP Program are the sponsor's CEO, accounting department, human resource staff, MIS department, quality assurance staff and maintenance staff. The RSVP Director also reports to the Division Director for the Family, Community & Parish Services. The Program Director works closely with the assigned accountant to whom all budget and finance questions are directed. We report all expenditures within 24-hours to the accounting department. We receive monthly income and expense reports. An annual quality assurance survey is sent by our sponsor to volunteers and station representatives. Feedback and improvement ideas are welcome and are discussed with RSVP Advisory Council and sponsor supervisors. The Catholic Charities human resources staff provides job descriptions for all RSVP employees and provides an annual staff evaluation form to assess performance and job satisfaction. The RSVP policy and procedure manual is updated annually to ensure quality control of the project. RSVP has been successfully enhancing and expanding volunteer opportunities and services for older adults. When a community need is identified RSVP works with agencies and programs to help provide volunteers to fulfill positions so that goals can be met and services can be successfully provided. As an

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example, The Meals on Wheels program identified a need for emergency telephone reassurance in severe weather conditions. RSVP and the Meals on Wheels director set up a call roster where volunteers make phone calls to clients if the program is canceled to advise them of the cancellation, check on their food supply and their overall health and welfare. Volunteers are able to triage clients who are at risk of being without food, electric or heat during a storm. When a new self-help program was granted to the Broome County Office for Aging, RSVP was their first choice in implementing the program. Since 2006, RSVP has been working with the Office for Aging to provide trained RSVP volunteer peer leaders who teach chronic disease self management classes to individuals and/or caregivers. In the last couple of years the demand for additional bonesaver exercise classes has increased as awareness of the program has grown. In 2011 RSVP received funding through CDPHP (a health insurance organization) and was able to expand the program.

Organizational Capability

RSVP staff work continually with volunteer stations to develop appropriate volunteer opportunities keeping in mind areas of need in the community and CNCS focus areas. Stations are evaluated to determine eligibility and a Memorandum of Understanding is signed and reviewed annually for updated contact information of the volunteer station staff member responsible for supervision of RSVP volunteers, time sheets, measuring tools and reports. Follow-up calls are made to agencies and volunteers when a new volunteer placement has been made. Station Appreciation events educate stations on the RSVP Project and foster the relationship between the station staff and the RSVP staff. Our sponsor, Catholic Charities, conducts an annual satisfaction survey of all stations and volunteers. The results from these surveys, and the Project Self-Assessment Checklist from the RSVP Operations Handbook, provide our program with necessary impact assessment and are shared with staff and the Advisory Council. RSVP also conducts evaluations after training sessions and after beginning new programs. We use the Volunteer Reporter data base to successfully manage volunteers and stations.

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All staff members have access to the volunteer and station records and make updates as new information arises. Volunteer placement information is also updated as staff communicates with stations and receives new volunteer requests.

RSVP staff and Advisory Council work closely with non-profit organizations and government agencies to understand the community's needs such as the increasing needs for supplemental food, senior transportation and health and wellness education. New stations are added to our partnership only when there is a need for volunteers, station requests fit program goals, and there is not duplication from other services. In addition, RSVP staff are members of community groups helping to build awareness, promote volunteer service activities and support the agencies in which we serve.

With the guidance of the state specialist, and through applicable trainings and conferences, RSVP of Broome County has been successfully "right sizing" our program to reflect the CNCS Strategic Plan. RSVP continually educates staff, the Advisory Council, Project Sponsor, Stations, Volunteers and the community at large of the changes in the project. Stations to be graduated are identified and the directors and volunteer coordinators contacted by phone and a follow-up letter to inform the site of the need to discontinue volunteer assignments not included in the strategic plan. Updating volunteers in the direction of the project is on-going and done by newsletter, in-service trainings and through out recruitment efforts. Volunteers identified to graduate from the project receive a letter notifying them of the separation and thanking them for their volunteer service. Volunteers are encouraged to continue their volunteer assignments at their site and invited to continue with RSVP in opportunities in the focus areas. RSVP has taken special care in handling graduations connecting volunteers directly with agencies that will support their efforts.

RSVP documents the volunteers hours at stations with time sheets turned into RSVP monthly. Time sheets are signed by the station contact and initialed by the volunteer. Annual surveys that assess impact and the number of participants served, is measured by class rosters and attendance sheets.

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RSVP administers and collects records from stations and volunteers.

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Other

This is not applicable.

PNS Amendment (if applicable)

This is not applicable.