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Narratives

Executive Summary

The Perry County Commissioners are the sponsoring agency for our RSVP project and have served in this capacity since 1979. The Commissioners provide jobs for over 400 employees, including the Perry County RSVP Director and Support Staff.

An estimated 31 RSVP volunteers will serve the underemployed, unemployed, the economically disadvantaged and persons with health related disabilities. The volunteers will collect, sort, shelf and distribute food products, keep statistical client data, client registration and referrals. Volunteers will serve through a network of five volunteer stations such as the Perry County Health Department and community food pantries.

Statistics from the United States Department of Labor indicate that the unemployment rate averaged 11.2% for Perry County in 2011 and according to statistics from the U.S. Census Bureau (2011) the poverty level is at 18.5% and we have decided that our primary focus area will be Healthy Futures. At the end our 12-month performance period we hope to give individuals and families increased food security in knowing that they do have somewhere to go in case of emergencies, unemployment, underemployment, and/or disasters as a result of CNCS -supported services.

The CNCS federal investment of \$31,675.00 will be supplemented by \$13,575.00 of non-federal resources.

Strengthening Communities

Our Perry County RSVP service area includes the entire southeastern region of Perry County, Ohio.

Founded on March 1,

1818, it was the 55th county to be formed in Ohio. Portions of

Narratives

Fairfield, Washington and Muskingum Counties were taken to create Perry County. As of the 2010 census, the population was 36,058. The senior citizen population ages 60 years and over is 18.8%.

Its county seat is New Lexington, and it is named for Oliver Hazard Perry, a hero of the War of 1812. According to the Appalachian Regional Commission, Perry County has been "at risk" (meaning counties that are at a risk for becoming economically distressed and rank between the worst 10 percent and 25 percent of the nation's counties) since 2008. Perry County is where the lawsuit challenging Ohio's school funding system, *DeRolph v. State*, began.

New Lexington is the largest populated area of Perry County. It is surrounded by the villages of Corning, Crooksville, Glenford, Hemlock, Junction City, New Straitsville, Rendville, Roseville, Shawnee, Somerset and Thornville.

According to the 2010 U.S. Census, the county has a total area of 412.49 square miles (1,068.3 km) of which 407.97 square miles (1,056.6 km or 98.9%) is land and 4.52 square miles (11.7 km or 1.10%) is water. Of the 36,058 people residing in the county it is reported there are 13,576 households (occupied housing units), which includes 9,738 families, consisting of a householder (head of household) and one or more other people related to the householder by birth, marriage, or adoptions, residing in the county.

Of the 13,576 households in Perry County, 31.3% had children under the age of 18 living with them, 54.3% were married couples living together, 11.6% had a female householder with no husband present, and 28.3% were non-families, which consist of people living alone and households which do not have any members related to the householder. 22.8% of all households were made up of

Narratives

individuals living alone and 9.1% had someone living alone who was 65 years of age or older. The average household size was 2.63 and the average family size was 3.06.

In the county, the population was spread out with 28.8% under the age of 19, 23.1% from 20 to 39, 29.2% from 40 to 59, and 18.8% who were 60 years of age and older. The median age was 38.6 years.

The racial make-up of the county is 97.9% White, 1.4% biracial, 0.5% are of Hispanic or Latino origin, 0.3% Black or African American, 0.2% Native American, 0.1% Asian, and 0.1% from Perry County are of other races.

According to the 2010 Census, the median household income in the county averaged out at \$42,388. The per capita income for the county was \$18,916. Individuals living below the poverty level averaged out to 18.5% and statistics from the United States Department of Labor show unemployment at 11.2% in 2011.

Poverty level and unemployment statistics justify a need for our Focus Area to be Healthy Futures. The stations and RSVP volunteers will manage the community food pantries through the Thornville Ministerial Association, Perry Emergency Program and St. Vincent DePaul, a church organization. Thirty volunteers will serve over 4,000 hours assisting the stations with the day-to-day operation of four food pantries in Perry County, helping to provide balanced, nutritious meals to hundreds of low-income individuals and families. We will measure our success by the number of individuals that report increased food security for self and their children. Each station determines its own hours and days of operation. Many are governed by independent board of directors. Service activities will include the registration of new clients, pick-up and delivery of donated food to the pantries, stocking of shelves,

Narratives

filling grocery boxes, assisting clients who come into the pantry, keeping statistical records and/or referrals to other agencies that might be of assistance to them.

RSVP is the largest senior volunteer network in Perry County. Public awareness of RSVP and volunteers will be highlighted to our sponsor, the Perry County Commissioners. The Commissioners have the capability to promote our project through a wide array of contacts they have at their weekly public meetings. These meetings often address opportunities where senior citizens, and/or potential stations, can be linked. Our advisory council also plays an important role in public awareness. This comes by coordinating with other community groups and speaking about RSVP volunteers to organizations in which staff are active. Other ways we accomplish public awareness throughout the year are to submit articles about RSVP activities and service projects to the Perry County Tribune, a weekly newspaper publication. Other awareness outlets include: the local television community channel, distributing RSVP brochures with our local information inserted, Perry County Fair, and by our RSVP volunteers promoting the program with their friends, family and anyone who will listen to their volunteer experience. Plans are being implemented for the RSVP Director and support staff to do public speaking appearances before service clubs, fraternal organizations, church groups, etc. An RSVP Facebook page was created and our project and service activities are listed.

Our partnerships with community organizations originated through an array of methods. They include: phone conversations, e-mails, and face to face meeting encounters. The goal of our partnerships are to identify our county needs, to share combined expertise and coordinate efforts. They are selected based through past and present community needs, as well as what is anticipated as being a future need for our organization. We make sure the assignments are right for our volunteers, and that the volunteers are likely able to do the job roles assigned. We make every effort to call our

Narratives

volunteers as the assignment date gets closer with a reminder. RSVP staff makes sure volunteer have time sheets filled out properly and are signed by the supervisor.

Recruitment and Development

Perry County RSVP offers volunteer opportunities that match both the needs of the volunteer and the assignment station. Our recruitment goal is to build leadership potential; reflect on the meaning of service to the community; and enhance the quality of their own lives. Opportunities include: working in food pantries, serving on agency boards and committees; participation in a flu immunization clinic; a health expo; an educational program to "at risk" youth, and congregate meals, as well as a "Back to School Bash." These assignments have been, and continue to be, a passion of our community volunteers of which 22% are baby boomers and 6% are veterans.

Volunteers and members of the community attend our RSVP "special days of service," which include: Martin Luther King Jr. Day, Make-A-Difference Day and 9/11 Day. These days are held to reflect the meaning of service. Some of the assignments are ongoing while others are sporadic in nature. However, all provide for a positive impact in the communities the volunteers serve. Volunteer orientation and training for assignments is generally provided by the volunteer stations which they serve.

Volunteer recruitment is ongoing through the assistance of our sponsoring board, advisory council members, volunteer station representatives, senior club membership and volunteers. Collaboration with the Perry County Veterans Service Office and area VFW's and American Legion posts aid us with veteran volunteer referrals, as well as military family members. Contact with the Ohio Department of Aging, Perry County Health Department and Perry County Job & Family service provide us with statistical information necessary for our recruitment efforts. We seek individuals of all races, ethnicity,

Narratives

as well as those with disabilities (including hearing and sight loss, mobility issues, and mental impairments.)

Newly recruited volunteers are contacted either by phone or face-to-face. Assessments of their experience is conducted by questioning the volunteer. We seek to know how their assignment is going and how we can be of any service to them in making their volunteer service more meaningful.

Perry County RSVP has an ongoing plan of action to recognize volunteers on a daily basis. RSVP staff acknowledge volunteers by saying a friendly hello or thank you, sending out birthday cards and thank you cards after serving hours on a project, etc. The volunteers receive a quarterly newsletter updating them on events. We also submit RSVP articles on a monthly basis to our local newspaper, the Perry County Tribune. Our annual recognition banquet is held in the fall of the year. Recognition comes with a meal, certificate of appreciation and pin. All have an opportunity to win door prizes that are donated by the community. The event is hosted by the Perry County RSVP Director and staff, sponsor, advisory council members and the Perry County Senior Task Force. Space for the event is provided by the Perry County Senior Center Director and Trustee Board. Recognition is also given at each station by placing "RSVP Volunteers Serve Here" signs. (This also aids with public awareness.)

The Perry County RSVP Director will attend all possible training opportunities available through the Corporation for National & Community Service, the Ohio RSVP Directors Association, the sponsor and any other pertinent sources involving volunteerism. The director will share what is learned and relevant with the sponsor, advisory council, project staff, volunteers and station representatives. RSVP staff find it very beneficial to take advantage of the Resource Center and Online Courses made available through CNCS.

Narratives

Program Management

Volunteer stations are developed based on unmet community needs. Perry County RSVP, our sponsor, advisory council, volunteer station representatives and community members work collaboratively to identify critical needs in our county. Once a need has been identified we make every attempt to contact the appropriate individuals and/or agencies to fulfill the need requested. A Memorandum of Understanding with each station is established, discussed and signed by the RSVP Director and the Volunteer Station Representative. Stations must verify that they are a public or non-profit organization or a proprietary health care agency. Training and supervision of the volunteer is ongoing. Volunteer time sheets will be completed by the volunteer, signed off by a designated volunteer station staff supervisor and turned in by the 7th of each month.

Several stations are currently available for RSVP volunteers to serve that meet different needs outside our Primary Focus Area, which is Healthy Futures. They include: Perry County Senior Center, (congregate meals and board of trustees); New Lexington Police Department, (neighborhood block watch); Perry Behavioral Health Choices, (book store); Perry County Health Department, (healthy living expo, financial program for "at-risk" youth and flu immunization clinic); Perry County Job & Family Services, (Back to School Bash); Perry Emergency Assistance Program, (trusteeboard).

In the event there is a need to graduate a volunteer station(s), (meaning that the station would no longer be an active service station for the RSVP grant), prior consultation will be made with our sponsor and advisory council of our intent. Volunteers assigned to the "graduating" stations will be offered the opportunity to be re-assigned to another station.

To ensure that National Performance Measure outcomes and outputs are measured and collected, we

Narratives

will maintain statistical data from each volunteer station monthly. The data results will be shared with the Corporation for National and Community Services, Ohio Department of Aging, the sponsor, advisory council members, volunteers and the general public.

Funding for the program is secured by the sponsor through grant funding from the Corporation for National & Community Service, Ohio Department of Aging state subsidy dollars, sponsor contributions and a portion of the Perry County Multi-Purpose Senior Center tax levy dollars. The Perry County Auditor and Treasurer Offices safeguard county funds which are paid in through their offices (as described in the Organizational Capacity section of this grant). All of our finance records are subject to the county's system and is audited annually.

Organizational Capability

The Perry County Commissioners are the sponsoring agency for RSVP. They provide jobs for over 400 employees, including the Perry County RSVP Director and staff.

By state law, county commissioners have eight financial duties specified by the Ohio Constitution.

The eight financial duties include:

- 1) Act as a taxing authority for real property taxes;
- 2) Act as a bonding authority for issuing revenue and general obligation debt;
- 3) Enact permissive taxes for general operations of county governments;
- 4) Levy special assessments for infrastructure improvements;
- 5) Establish user fees, such as dog licenses, building and zoning permits;
- 6) Allocate county resources and establishing budgets for other county departments;
- 7) Approve transfer of funds within department budgets;
- 8) Competitive bidding for procuring supplies and services for each county, such as the approval of

Narratives

purchase orders and execution of contracts.

The Perry County Auditor is the Chief Fiscal Officer of the county. As the issuer of financial reports for the county, it is the county auditor's duty to make sure that financial records are kept properly. Each year, the Auditor of State reviews financial records to assure the county's finances are in order and that proper controls are in place.

In county finance, responsibility for the financial decision making is divided between the auditor and treasurer. The treasurer is the cash manager. The separation of power provides a system of checks and balances and streamlines operations. As a cash manager, the treasurer collects all cash received by the county. The treasurer's office makes all deposits. All county expenditures are made by warrant of the county auditor to the treasurer. The treasurer redeems warrants when presented by the bank. All transactions processed are posted by fund to the treasurer's records. Bank activity of the treasury is balanced with the depository on a daily basis. The treasurer provides evidence of the reconciliation to the auditor on a daily basis to ascertain that both offices records are in agreement.

The Perry County RSVP Director has nearly two years of service with RSVP. She is involved with the Perry County Wellness Coalition and volunteers her time for the Perry County Living Healthy Expo. She is also involved with the New Lexington City Schools.

The Perry County RSVP Office Support Staff has been with RSVP since April, 2012. She provides assistance to the project director (8 hours weekly) with the answering of phones, miscellaneous office duties and helping to plan volunteer activities and functions, as well as the recruitment and retention

Narratives

of volunteers. The office support staff is a member of the Perry Emergency Assistance Program, Community Emergency Response Team (CERT) and the Medical Reserve Corp (MRC).

The Perry County Commissioners have sponsored the program since 1979. Office space is provided for RSVP by the sponsor. RSVP must adhere to the county policy and procedure handbook which includes reference to personnel management support. The Perry County RSVP Director is evaluated annually.

Volunteers and stations will complete satisfaction surveys in the second year of this grant cycle. In addition, the sponsor and advisory council will perform their own assessment of the project. Our goal will be to evaluate program accomplishments and to gauge the impact that RSVP has on the community.

Our organizations Primary Focus Area is Healthy Futures. Service with food pantries is a priority. The food pantries we work with include the Thornville-Thorn Township Food Pantry (which has been an active station since 1987. It is sponsored and operated by the Thornville Ministerial Association which is accountable for maintaining all statistical information); The New Lexington Food Pantry (became an RSVP station in 1988. It is governed by the Perry Emergency Assistance Program. All statistical information is reported to RSVP by the PEAP Board President on a monthly basis). In 2002, the Corning Food Pantry became a volunteer station for RSVP. It is also a part of the Perry Emergency Assistance Program. Volunteer and statistical data is reported to RSVP on a monthly basis. St. Vincent DePaul first signed their Memorandum of Understanding with RSVP in 2008. Volunteer hours and statistical information is reported on a monthly basis.

Narratives

The monthly data from the food pantries help us to measure our performance quotas for the grant cycle.

other

N/A

PNS Amendment (if applicable)

N/A