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Executive Summary

City of Auburn RSVP proposes to have 263 unduplicated volunteers addressing the needs of seniors, families, homeless, veterans and low income residents at 26 volunteer stations located throughout the City of Auburn and Cayuga County which include the Cayuga County Senior Nutrition Program, Senior Citizens Aid to Transportation (SCAT Van), and Mercy Health and Rehabilitation Center. City of Auburn RSVP will address Healthy Futures as our Primary Focus Area. The focus objectives will enable RSVP to address the following community needs: the increase in the number of people looking to agencies and food pantries for food security; the need for specialized transportation for the disabled and senior citizens; support and services for seniors wanting to maintain an independent lifestyle; and providing respite and support for caregivers and their families. The time of the RSVP volunteers will be spent: staffing the area food pantries and soup kitchens, delivering healthy meals to homebound seniors, driving and escorting SCAT vans to provide needed transportation for the older and disabled population, providing companionship and social interaction for the older and disabled of the community, providing respite for the caregivers of the homebound, elderly, disabled and terminally ill.

City of Auburn RSVP anticipates the following outcomes: food pantry/soup kitchen clients will report that this assistance prevented them from going hungry and provided increased food security for themselves and their children. SCAT Van riders as well as seniors receiving meal assistance through home delivery or congregate meal sites will indicate that these services helped them maintain an independent lifestyle with increased social ties/perceived social support. Families of the homebound, elderly, disabled and terminally ill, will feel that their loved ones needs are being met while they receive some respite time to deal with other pressing issues as well as time to benefit from counseling.

The City of Auburn RSVP program will be supported by the CNCS funding of \$27,499 and non-federal funding of \$115,242 for the FY 2013 to 2014.

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Strengthening Communities

The RSVP Office is located in the City of Auburn, a small city in the beautiful Finger Lakes Region of Update New York with a population of 27,687. Auburn serves as the business center and seat of local government within Cayuga County. As a rural County consisting of 80,026 residents, agricultural land-uses dominate the landscape. Farm activity primarily consists of dairy farming, but cash crops like wheat, corn and apples are also produced locally. Although government is the largest job sector accounting for 18% of total jobs in Cayuga County, from 2001 to 2009 the County experienced slight job growth in Health Care and Social Assistance, Financial Activities and Leisure and Hospitality. Despite this, Cayuga County had an unemployment rate of 8.4% in 2010, slightly higher than the New York State-wide rate of 7.9% rate.

Similar to New York State and across the U.S., the City of Auburn and County of Cayuga have an aging population. Between 2000 and 2010 Cayuga County's population group of 85 years and older grew by 36% and the 60 to 84 and 40 to 59 age groups also grew, while at more moderate rates, of 11% and 10% respectively. In addition to the community's aging population, the overall economic health of the County and financial resources of residential households has been on the decline. The City of Auburn is considered an impoverished community with 18% of the City's population living below the poverty level. The median household income in the City of Auburn is \$36,846 or 33.6% less of the New York State average of \$55,603 and 30.1% less of the National average of \$51,914. (U.S. Census Bureau, 2006-2010 American Community Survey).

The City of Auburn RSVP has elected the primary focus area of Healthy Futures to address the health needs within the community associated with Access to Care, Aging in Place and Obesity and Food. The need for this assistance in the community is evident by the outcomes of several recently completed community surveys and demographic/ census data and how these needs are currently unmet. Community needs are outlined below:

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Obesity and Food

1) Cayuga County Community Food Security Assessment, Human Services Coalition of Cayuga County, 2011

This Assessment documents the socioeconomic and demographic characteristics and community food resources within Cayuga County as well as an assessment of household food security. The assessment's findings indicate 1) that "the number of people receiving food stamp benefits and coming to food pantries are not falling" despite the slowly recovering US economy; 2) As "fewer seniors participate in congregational meals", transportation services become increasingly and 3) The rise of gas prices and lack of available transportation are a challenge for the isolated rural and poor areas of the county where individuals are "most likely to fall through the cracks and not eat nutritious foods or apply for food assistance."

Access to Care/ Aging in Place

2) Long Term Care System Survey, Human Services Coalition of Cayuga County, 2009

This Survey documents services needed by residents of Auburn and Cayuga County. The Survey's findings indicate a need for the following services 1) enhanced nutritional services for senior citizens (home delivery and congregate sites in urban areas), 2) transportation services for seniors, and 3) day program services for seniors.

As outlined above, the City of Auburn RSVP acknowledges that there are community needs in the Healthy Futures focus area and will address these community needs through the management of 263 unduplicated RSVP volunteers at 26 Volunteer Stations established throughout Auburn and Cayuga County. Examples of stations that support Healthy Futures include the Senior Nutrition Program of the Cayuga County Office for the Aging, which provides hot lunches at area senior complexes and their Meal Delivery Service which provides nutritious meals to homebound seniors in Auburn and Cayuga County. The Senior Citizens Aid to Transportation or (SCAT Van) is driven and escorted by

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RSVP volunteers serving the downtown Auburn and greater Cayuga County area. Other examples of volunteer stations within the primary focus area are located at Auburn Community Hospital, Mercy Health and Rehab Center and various nursing homes in the City of Auburn as well as the ARC Alzheimer's Day Care Program.

The City of Auburn RSVP volunteer service activities in the Healthy Futures Primary Focus Area directly support the CNCS Performance Measures for RSVP-Senior Corps as outlined in the 2011-2015 Strategic Plan. Outputs and/ or outcomes are achieved under RSVP Goal #1 Healthy Futures in the following Performance Measures:

Aging In Place

Performance Measure H8-Number of homebound OR older adults and individuals with disabilities receiving food, transportation, or other services that allow them to live independently.

City of Auburn RSVP service activities that support H8 include:

- * RSVP volunteers provide meal preparation and distribution, recreational and educational opportunities, and entertainment and social gatherings at the four senior living complexes with a total of 433 apartments in the City of Auburn.

- * RSVP volunteers drive and escort seniors living in their personal residence through the Senior Aid to Transportation (SCAT Van) program. This enables both seniors and disabled individuals to maintain independent living while providing transportation services for medical, nutritional and recreational services.

H8 service activities will produce:

Outcome H9 - Number of homebound OR older adults and individuals with disabilities who reported having increased social ties/perceived social support.

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Performance Measure H13-Number of caregivers of homebound OR older adults and individuals with disabilities receiving respite services.

City of Auburn RSVP service activities that support H13 include:

- * RSVP volunteers provide respite services at the ARC Alzheimer's Day Care Program

- * RSVP volunteers provide assistance at the Hospice of the Finger Lakes and Matthew House, where terminally ill patients and their families can spend those last few weeks in a home environment.

H13 service activities will produce:

Outcome H14 -- Number of caregivers of homebound OR older adults and individuals with disabilities who reported having increased social ties/perceived social support.

Obesity and Food

Performance Measure H11-Number of individuals receiving support, services, education and/or referrals to alleviate long-term hunger.

City of Auburn RSVP service activities that support H11 include:

- * RSVP volunteers providing assistance at Calvary Food Pantry CNY, Community Food Pantry/Moravia, Port Byron Food Pantry, Saint Alphonsus Food Pantry, The Salvation Army, Community Soup Kitchen/ 1st Love Ministries and St. Peter/John Soup Kitchen.

H11 service activities will produce:

Outcome H12 -- Number of individuals that reported increased food security of themselves and their children (household food security) as a result of CNCS-supported services.

Access to Care

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Performance Measure H2- Number of clients to whom information on health insurance, health care access and health benefits programs is delivered.

City of Auburn RSVP service activities that support H2 include:

* RSVP volunteers assist the Cayuga County Office for the Aging with the preparation, mailing and distribution of the Senior News and Views Newsletter to approximately 5000 households in Auburn and Cayuga County--- connecting seniors with up-to-date health and wellness information and needed insurance and medical services for maintaining quality of life.

Performance Measure H2 does not have an output-outcome pairing.

Performance Measure H4- Number of clients participating in health education programs.

City of Auburn RSVP service activities that support H4 include:

* RSVP volunteers provide assistance and encouragement in and out of the pool for the older adults and/or disabled participants of the YMCA Water Therapy Program

Performance Measure H4 does not have an output-outcome pairing.

As previously stated, the City of Auburn and County of Cayuga have an aging population with significant increases in the 85+ and moderate increases in the 40 to 59 and 60 to 84 age groups over the last decade. Unmet needs within the community to serve the aging population include: access to secure and nutritional foods, transportation to promote independent living, and companionship and respite services. To address these unmet needs within the Auburn and Cayuga County communities, the City of Auburn RSVP of 263 unduplicated volunteers at 26 stations will provide service activities that include, but are not limited to:

- * Meal Preparation and Distribution Services;
- * SCAT Van Drivers and Escorts;
- * Respite Services at ARC Alzheimer's Day Care Program;

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- * Companionship at Hospice of the Finger Lakes and Matthew House;
- * Access to emergency food at local Food Pantry and Soup Kitchens;
- * Office of the Aging Newsletter- Senior News and Views
- * Assistance at the YMCA Water Therapy Program

The City of Auburn RSVP anticipates outcomes from these service activities will support National Performance Measures (H8, H13, H11, H2, & H4) and the outcome-output pairings.

Recognizing the need to provide service to veterans and/or military families within the Auburn and greater County of Cayuga communities, the City of Auburn RSVP has a Volunteer Station, Chapel House, serving as a haven for homeless men since 2007 and now also for veterans.

Recruitment and Development

The City of Auburn RSVP has continuously demonstrated a strong and vibrant volunteer recruitment and management program since the organization's inception in 1973. As previously mentioned, there are 263 unduplicated volunteers and 26 stations supporting Healthy Futures as the Primary Focus Area of this CNCS application. Complementing these stations, the City of Auburn RSVP has 126 of unduplicated volunteers placed in 20 community priority volunteer stations as outlined in the local work plan. Community priority locations include the local congregate meal sites, museums and theaters such as Merry Go Round Playhouse, and work as ombudsman advocates in the local nursing homes. RSVP Community advisory boards and councils also utilize RSVP volunteers such as the Senior Citizen Aid to Transportation (SCAT Van) and the Calvary Food Pantry INC.

In addition to the community priority stations, the City of Auburn RSVP has volunteers contributing in a secondary Focus Area of Economic Opportunity that addresses community needs in the areas of Financial Literacy, Housing, and Employment as well as Capacity Building activities that address community needs through volunteer support of the American Red Cross at local Blood Drives. Volunteering at these community priority, secondary focus area and capacity building service

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locations truly has a positive impact on the community and provides an opportunity for RSVP volunteers to share their experiences, abilities and skills with both residents and visitors alike. Many volunteers have become their station representative and as a result, provide leadership for newer volunteers placed there. Another leadership opportunity within the program is the RSVP Advisory Council. Several RSVP volunteers are members of the Advisory Council that provides an opportunity to plan and organize service events (i.e. Martin Luther King Food Drive), as well as the annual volunteer recognition luncheon.

Just as important are the daily tasks that RSVP volunteers perform such as mailings, knitting and crocheting, ushering, ombudsmen advocates etc., the social attributes such as companionship and camaraderie from participating as a RSVP volunteer are equally as beneficial to the volunteers as to the greater Auburn and County of Cayuga. Participation in leadership positions such as the Advisory Council and station representatives also contributes to the well-being of the RSVP volunteers by reinforcing that these individuals continue to be useful contributing members of the community. With over 420 unduplicated volunteers at 38 service stations throughout Cayuga County, the City of Auburn RSVP staff is diligent about placing volunteers with stations and projects that compliment or highlights individual volunteers' talents/ hobbies/ career experiences. For example, a volunteer who currently is employed as a full-time senior payroll clerk serves as a RSVP tax preparer for the CASH Program during tax season. This is an excellent example of not only a baby-boomer volunteering for short-term events, but of how to maximize RSVP volunteer talent and experience to address an unmet service in the community.

The training of RSVP volunteers is a priority of the City of Auburn RSVP to ensure that volunteers placed at stations are effective in their assignments. The majority of RSVP's community partners currently provide volunteers with training and service recognition beyond that provided by the City of Auburn RSVP. For example, the SCAT Van hosts an annual volunteer dinner recognizing RSVP

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volunteers and the non-profit organization-Options for Independence- hosts an annual conference and trade show inviting RSVP volunteers to participate at the show allowing volunteers the opportunity to interact with diverse age groups and individuals with disabilities.

RSVP volunteer recruitment within the 70 to 84 age group continues to be strong, however attracting younger volunteers from the 55 to 69 age group continues to be a challenge within Auburn and Cayuga County. Word of mouth continues to be one of the best recruiting tools for the RSVP organization; the eagerness of volunteers to share their positive service experiences with community members has proven to be an effective means of encouraging volunteerism. In an effort to provide more opportunities for RSVP volunteers to share their experiences, an "Our Stories" section could be incorporated into the Annual RSVP Recognition Luncheon program as a reminder of the important role RSVP volunteers serve in the community. Other recruitment efforts include presentations at Senior Citizen Centers, senior clubs (Council of Senior Citizen at the Office for the Aging locations in Port Byron, Springport, Moravia, Sennett, and Owasco), and at senior housing complexes (Bluefield Manor and Stryker Homes). Local press releases in the Auburn Citizen newspaper and newsletters have also proven an effective RSVP volunteer recruitment tool. Finally, RSVP staff serves as a liaison for the organization and is constantly networking with local community members and organizations. For the 2013 to 2014 program year, the City of Auburn RSVP's volunteer recruitment will specifically target populations of diverse racial and ethnic backgrounds. The 2011 US Census Bureau QuickFacts for Cayuga County estimates that 92.9% of the population is White, 4.4% African American, 2.5% Latino or Hispanic, and less than 1% of Asian, American Indian or Pacific Islander origin. The lack of diversity in the County population base is also evident in the current RSVP membership, which has one (1) African American volunteer who serves on the RSVP Advisory Council. In an effort to improve recruitment to targeted populations, RSVP staff will reach out to the Booker T. Washington Community Center Senior Program that meets every Wednesday for persons 55 and older.

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Retention and recognition of City of Auburn RSVP volunteers is accomplished primarily through the annual RSVP Volunteer Recognition Luncheon. This recognition event has been held every June for the last 39 years. Attendance usually averages over 300 volunteers, station representatives and local politicians and dignitaries. Volunteers with 30+ hours of service in the 12 month time frame are the guests of City of Auburn RSVP. Volunteers with 20 or more years of service with the RSVP program are given special recognition both at the luncheon itself and in the event program. In May, the Cayuga County Office for the Aging also honors area seniors for their contributions to the community at a special luncheon and meeting of the Cayuga County legislature. In May 2012, 3 of the 6 honorees were also RSVP volunteers. Their areas of service were wheelchair transport at Mercy Health & Rehab Center, Ombudsman through Options for Independence ,and the founder and director of the "80's Ladies & a Gent", a singing group which performs at area senior housing complexes, senior clubs and other locations in Auburn and Cayuga County.

Program Management

The City of Auburn RSVP proposes to have 420 unduplicated volunteers serving at 38 stations within Cayuga County that cover a broad range of unmet community needs and interests. For the 2013-2014 Program Year, 63% or 263 unduplicated RSVP volunteers are placed in the Primary Focus Area of Healthy Futures for this CNCS funding application. Volunteers will assist in the areas of Access to Care, Aging in Place and Obesity and Food. Of the remaining 157 unduplicated volunteers, 30% or 126 volunteers will be assisting in local community priority organizations such as local nursing homes, the Merry-Go-Round Playhouse Theater, museums, senior centers, and congregate meal sites. The remaining 31 volunteers will serve in the other focus area of Economic Opportunity to address unmet community needs in the areas of financial literacy and employment as well as Capacity Building through the American Red Cross Blood Donation drives.

The management of the 38 volunteer stations is overseen by City of Auburn RSVP Program Director,

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Mary Ann Kolo. Ms. Kolo has served as RSVP Program Director for the last five (5) years and is responsible for ensuring volunteer stations are in compliance with RSVP program regulations, including preventing or identifying prohibited activities, as outlined under CFR 45, Part 2553- The Retired and Senior Volunteer Program.

For the 2013-2014 Program Year, the City of Auburn RSVP Advisory Council will be graduating 11 of the present volunteer stations to meet the changing needs of the Auburn and County of Cayuga communities. The City of Auburn RSVP has Memorandums of Understanding (MOUs) with the stations listed on the submitted station roster through June 30, 2013. Initial plans include allowing the station's present MOU to expire at the end of June 2013. A letter will be sent, followed by personal contact, to each of these stations to explain the CNCS 2011-2015 Strategic Initiative Plan and the changes City of Auburn RSVP needs to make to meet the challenges of the new performance measures and their required outcomes. A similar letter will be sent to the graduating volunteers requesting that they visit the RSVP office for more information and the opportunity to find another volunteer assignment that align with the RSVP performance measures. It is hopeful that all of the unduplicated volunteers will find another meaningful assignment at one of the remaining stations and continue to assist in addressing community needs as a member of City of Auburn RSVP. For the last 39 years, the annual Recognition Luncheon has been held in June. Therefore this will provide an opportunity to not only celebrate the organization's 40th year of service, but to also honor the graduating stations and our graduating volunteers.

Six of these graduating stations are elementary schools. It has been very challenging to build meaningful relationships with these schools for the last few grant cycles. There are less than 14 volunteers serving in all of these schools during the 2012-2013 academic year. The Education Focus Area and its objectives in the Strategic Plan have convinced City of Auburn RSVP that it is not advantageous to pursue addressing community needs in the K-12 education population. Therefore the

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City of Auburn RSVP is not formulating any work plans in the Education Focus Area. The elementary school stations will be graduated at the end of the 2012-13 school year when their MOU expires.

As stated previously in the Strengthening Communities narrative, the City of Auburn RSVP will align with the RSVP Performance Measures Requirements as outlined in the CNCS 2011-2015 Strategic Initiatives Plan. To ensure that these outcomes and outputs from the National Performance Measures are collected, the City of Auburn RSVP monitors the impact of programs semi-annually. Volunteer stations are required to submit information and data regarding outcomes and outputs in April and October. Information reported includes the number of individuals served and types of service provided (meals, trips, hours of financial tutoring etc.), as well as any other pertinent information RSVP is required to report to CNCS. The RSVP Advisory Council also conducts evaluations in alternating years of volunteer stations and a random sampling of volunteers. The evaluation consists of a questionnaire that is mailed to the volunteer station/volunteer; completed questionnaires are tabulated by the Advisory Council and formulated into a report. These reports are included with the annual PPR and are kept on file and utilized by the Advisory Council for future discussion and decisions about the forward focus of the City of Auburn RSVP Program.

In addition to the formal semi-annual Volunteer Station reports and bi-annual questionnaires, regular communication between RSVP volunteers and RSVP staff are another good way to evaluate activity at stations. Whether with a telephone call or periodic site visit by RSVP staff, RSVP volunteers are in constant communication with other volunteers and staff during the course of a day. At the City of Auburn RSVP Program Office, located at the Edward T. Boyle Center, 149 Genesee Street Auburn NY, RSVP volunteers are seen dropping off time sheets, checking on upcoming volunteer opportunities, working on mailings in the project room or picking up materials needed to complete projects.

Over the course of the City of Auburn RSVP Program's history of 39 years, the City of Auburn, NY

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has remained the primary sponsor and funding source of local match monies for the program. The City of Auburn's FY 2012-2013 operating budget (July 1st to June 30th) authorized funding for the City of Auburn RSVP program towards personnel, fringe benefits, travel, equipment, supplies and contractual services that is utilized to meet and exceed the 30% required non-federal share of the total annual RSVP project costs. Over the years the program has identified additional funding sources and developed cooperative relationships with the New York State Office for the Aging for an annual grant of roughly \$6000 and the Cayuga County Office for the Aging whom contracts with the City of Auburn RSVP Program to prepare the quarterly newsletter, Senior News and Views, for which a small stipend of \$1,500 is received.

As the sponsoring organization for the City of Auburn RSVP Program, the City of Auburn is required by General Municipal Law to review and adopt a local procurement policy that conforms with any changes in New York State legislation regarding competitive bidding limits. The City of Auburn City Council adopted the 2012 Procurement Policy on January 19, 2012. In addition, the City of Auburn is subject to A-133 Audit Requirements and therefore there is required to have a separation of duties among financial staff ensuring checks & balances regarding expense and revenue accounts.

Organizational Capability

The mission of the City of Auburn RSVP is to provide meaningful volunteer experiences for 55 years and older citizens within the communities throughout Cayuga County. The program has been in existence since 1973 and continues to receive the support of the City of Auburn as the RSVP Program sponsor and partnering community organizations for the 38 volunteer stations.

Programmatic and fiscal oversight of the City of Auburn RSVP Program is the responsibility of Project Director, Mary Ann Kolo. Ms. Kolo has five (5) years of experience as RSVP Project Director and 36 years of experience as a school teacher and nearly 30 years of part-time experience with the City of Auburn's Parks & Recreation Department. She is also responsible for the day-to-day

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operations of the RSVP Office located at the Edward T. Boyle Senior Center in downtown Auburn. RSVP project records management of volunteer station reports, advisory council and their annual questionnaire reports and coordination of the 420 RSVP volunteers also fall under her purview. Since the City of Auburn RSVP is a program of the City of Auburn Department of Public Works, the internal policies of the RSVP Program are clearly defined as they are governed under NYS General Municipal and Civil Service laws.

The City of Auburn RSVP Program is sponsored by the City of Auburn, a local municipal government that operates under the Council/ Manager form of government established in 1920. The legislative body is the City Council composed of a Mayor and four (4) at large councilors. The Mayor and or City Manager are the authorized representative(s) responsible for accepting funding for the City and this CNCS grant application. The City Manager is the Chief Executive Officer and the administrative head of the City. Under the City Manager, the City has nine (9) departments including the Department of Public Works, which is responsible for the management and coordination of the City of Auburn RSVP Program.

City Staff responsible for the City of Auburn RSVP Program are as follows:

Michael Talbot: Superintendent of Public Works

Michael Talbot is the department head and superintendent for the City of Auburn Department of Public Works (City DPW), the City of Auburn RSVP program falls under the City DPW budget and employee supervision. Mr. Talbot has been employed by the City of Auburn for over 15 years and has served as Superintendent for the last year. He has a history with the City of Auburn RSVP Program having previously overseen the RSVP program and serves as an ex-officio member of the Advisory Council. Mr. Talbot has great interest in and provides valuable input in the RSVP program both on professional and personal levels.

Mary Ann Kolo: RSVP Project Director

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Mary Ann Kolo is the RSVP Project Director for the City of Auburn RSVP Program and is the only full-time staff within the RSVP Program. Ms. Kolo will serve as the primary point of contact with CNCS for this grant application and is responsible for the day-to-day operational support, data collection, programmatic and fiscal oversight of the City of Auburn RSVP Program. She has over 5 years of experience as the RSVP Project Director and a combined 66 years of experience in teaching and the City's Parks & Recreation Department.

RSVP Office Assistant- Vacant

This part-time office assistant position is currently vacant due to a recent retirement of long-time RSVP employee- Toni Deyneka. The City of Auburn FY 2012-2013 operating budget includes funding authorization for the office assistant position. Filling of the office assistant vacancy is currently going through the Civil Service employment process.

Mike Kowal- Driver Position

Mr. Kowal serves as a part-time volunteer project coordinator/ transportation van driver for the RSVP organization. His services are provided as in-kind match for the purposes of this CNCS grant application. He has been with the organization for over 4 years and continues to develop a fine rapport with station representatives as he works to fulfill their volunteer and transportation needs. As an indicator of the overall health and capability of the City of Auburn RSVP Program, the RSVP Advisory Council completes an annual survey of RSVP programs. Four major areas are reviewed and rated on a scale of 1 (unmet) to 5 (uniformly met). These four areas are: Program Planning, Program Development, Program Evaluation, and Volunteer Management. The 2011 Annual Survey results were as follows:

* Program Planning- 4.9 out of 5: notable comments emphasized that the organization's focus on impact assignments and programs are consistent with the mission of RSVP.

* Program Development- 4.8 out of 5: this reflected concerns regarding potential City of Auburn

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budgetary cuts.

* Program Evaluation- 4.8 out of 5: several comments again referenced looming funding cuts and concerns about future financial commitments from the City of Auburn.

* Volunteer Management- 5 out of 5: this score speaks volumes to the hard work and dedication of RSVP Program staff. There were many favorable comments in this area especially pertaining to recognition and attaining and evaluating the outcomes of volunteer led tasks, assignments and experiences.

The City of Auburn RSVP Program, as a component of the larger City of Auburn local municipal organization, has strong organizational structures in place to track and manage capital assets, governance operations, community participation groups and financial management as outlined below:

* The RSVP office is permanently located at the Edward T. Boyle Senior Center at 146 Genesee Street within downtown Auburn. The office has fixed capital assets such as computers, printers and copiers as well as general office operating supplies. The RSVP Program also has a dedicated transportation vehicle (4-door sedan) utilized for transporting volunteers to and from service stations. The headquarters for the City of Auburn is Memorial City Hall, located at 24 South Street, Auburn NY.

* The City of Auburn is governed by its Charter, other general laws of the State of New York and various local laws. All governmental activities and functions performed for the City of Auburn, NY are its direct responsibility, including the City of Auburn RSVP program. The City of Auburn is financially accountable and conforms with generally accepted accounting principles as applicable to governmental units and reports in accordance with Governmental Accounting Standards Board pronouncements. Internally, the City of Auburn has written policies concerning purchasing procedures for supplies/equipment and services. Staff for the City of Auburn RSVP program is

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governed by Civil Service law and are recognized under the collective bargaining unit CSEA, Local 1000 AFSCME and a City of Auburn Personnel Policies Handbook.

* The role or purpose of the RSVP Advisory Council as stated in its By-laws is to "assist in facilitating, implementing and evaluating the City of Auburn RSVP Program". The membership of this Council "shall be representative of stations, volunteers and the community". One-fourth of the Advisory Council shall be 60 years of age or older. The two major areas of oversight by this Council are the planning and implementing of the annual Recognition Luncheon and the annual evaluation report from stations/volunteers. The graduation of stations and volunteers will also be carried out by the Advisory Council in cooperation with the Project Director during the upcoming year.

* The City of Auburn RSVP program has past experience managing federal grant funds since the program is a previous CNCS grant recipient and has been in good standing regarding reporting and utilizes the technical assistance from the CNCS program specialist in Albany, NY. In the larger context, the City of Auburn has extensive knowledge and history in managing federal, state and local foundation grant funds to the City. Examples of current federally funded grant programs are:

1) Community Development Block Grant funded by US HUD- The City of Auburn has been an "entitlement" community receiving CDBG grant funds since 1994. The CDGB program is managed by the Office of Planning & Economic Development with the purpose of benefiting low-to-moderate income individuals within the City of Auburn.

2) Downtown Brownfield Program funded by US EPA- Since 2010 the City of Auburn has been utilizing US EPA Brownfield Assessment grant funds to conduct community outreach activities and to create an inventory, prioritize, and select sites for receiving site assessment activities within the downtown business improvement district and surrounding working-class neighborhoods with the goal of developing feasible reuse plans that will initiate site cleanup and attract commercial investments to the area.

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3) Owasco River Multi-Modal Corridor Plan funded by US FHWA- The City of Auburn received US FHWA TIGER-II grant funds in 2010 to inventory, design and complete the environmental review process for a six-mile multi-modal corridor that will connect Auburn's downtown to the Owasco Lakefront. The Owasco River that flows through the heart of downtown Auburn would be used as a catalyst to continue the revitalization of downtown and as a destination that promotes walkable neighborhoods and support of multiple modes of transportation.

The City of Auburn RSVP Program is submitting this CNCS grant application as a multi-year competitive application. As a previous CNCS grantee, the City of Auburn RSVP recognizes and acknowledges the required non-federal share of 30% of the total project cost for every program year beginning on April 1, 2013. As the sponsoring organization, the City of Auburn is pleased to provide a commitment of \$108,044.00 or 75% of local funding towards sustaining the City of Auburn RSVP Program. Other sources of programmatic funds come from a NYS Office for the Aging grant in the amount of \$5,698 and a \$1,500 stipend from the Cayuga County Office for the Aging towards the quarterly newsletter "Senior News and Views". The multiple sources of local and state funding clearly demonstrate the City of Auburn RSVP Program's ability to sustain the RSVP Program and to meet and exceed the non-federal financial share requirement.

Other

NA

PNS Amendment (if applicable)

NA