

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): 10/18/12	3. DATE RECEIVED BY STATE:	STATE APPLICATION IDENTIFIER:														
2b. APPLICATION ID: 13SR143940	4. DATE RECEIVED BY FEDERAL AGENCY: 10/18/12	FEDERAL IDENTIFIER:														
5. APPLICATION INFORMATION																
LEGAL NAME: RSVP of Boulder and Broomfield Counties DUNS NUMBER: 033497967	NAME AND CONTACT INFORMATION FOR PROJECT DIRECTOR OR OTHER PERSON TO BE CONTACTED ON MATTERS INVOLVING THIS APPLICATION (give area codes): NAME: Emily Ditty															
ADDRESS (give street address, city, state, zip code and county): 951 Arapahoe #10 Boulder CO 80302 - 6052 County: Boulder	TELEPHONE NUMBER: (303) 443-1933 405 FAX NUMBER: INTERNET E-MAIL ADDRESS: emilyditty@careconnectbc.org															
6. EMPLOYER IDENTIFICATION NUMBER (EIN): 840769724	7. TYPE OF APPLICANT: 7a. Non-Profit 7b.															
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: Boulder County CareConnect (formerly Boulder County RSVP)															
12. AREAS AFFECTED BY PROJECT (List Cities, Counties, States, etc): Colorado Opportunity #1: The purpose of this grant is to mobilize residents age 55+ in Boulder and Broomfield Counties to meet community needs. More than 85%	11.b. CNCS PROGRAM INITIATIVE (IF ANY):															
13. PROPOSED PROJECT: START DATE: 04/01/13 END DATE: 03/31/16	14. CONGRESSIONAL DISTRICT OF: a.Applicant <input type="text" value="CO 002"/> b.Program <input type="text" value="CO 002"/>															
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 border="1" style="width: 100%; border-collapse: collapse; font-size: small;"> <tr> <td style="width: 15%;">a. FEDERAL</td> <td style="text-align: right;">\$ 80,964.00</td> </tr> <tr> <td>b. APPLICANT</td> <td style="text-align: right;">\$ 83,572.00</td> </tr> <tr> <td>c. STATE</td> <td style="text-align: right;">\$ 0.00</td> </tr> <tr> <td>d. LOCAL</td> <td style="text-align: right;">\$ 83,572.00</td> </tr> <tr> <td>e. OTHER</td> <td style="text-align: right;">\$ 0.00</td> </tr> <tr> <td>f. PROGRAM INCOME</td> <td style="text-align: right;">\$ 0.00</td> </tr> <tr> <td>g. TOTAL</td> <td style="text-align: right;">\$ 164,536.00</td> </tr> </table>	a. FEDERAL	\$ 80,964.00	b. APPLICANT	\$ 83,572.00	c. STATE	\$ 0.00	d. LOCAL	\$ 83,572.00	e. OTHER	\$ 0.00	f. PROGRAM INCOME	\$ 0.00	g. TOTAL	\$ 164,536.00	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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b. APPLICANT	\$ 83,572.00															
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f. PROGRAM INCOME	\$ 0.00															
g. TOTAL	\$ 164,536.00															
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: Emily Ditty	b. TITLE:	c. TELEPHONE NUMBER: (303) 443-1933 405														
d. SIGNATURE OF AUTHORIZED REPRESENTATIVE:		e. DATE SIGNED: 10/18/12														

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Executive Summary

Boulder County CareConnect's (formerly RSVP of Boulder County) mission is to promote the security, comfort and independence of seniors and adults with disabilities. For the past 40 years Boulder County CareConnect (BCCC) has been expertly managing the RSVP program - a vital resource to seniors and all residents in our community! This is a banner that BCCC is proud to fly. In 2012, BCCC was honored with a site visit from the Corporation for National and Community Service CEO Wendy Spencer. Ms. Spencer spent more than an hour with staff and volunteers and was highly complimentary of the RSVP program. She recognized BCCC for 40 years of commitment to community needs and "tweeted" about the visit that evening!

With BCCC's continued management of the RSVP program an estimated 750 RSVP volunteers will serve the community. They will provide housing, nutrition, education, transportation, financial literacy, access to healthcare and companionship through a network of 80 volunteer sites. These organizations include housing and human services, healthcare agencies, food pantries, aging services, shelters, schools and libraries. The primary focus of this project is Healthy Futures. At the end of the three-year grant, 400 RSVP volunteers will have provided 3,400 homebound seniors or older adults and individuals with disabilities with services that increase social ties and support. The CNCS federal investment of \$80,964 will be supplemented by \$83,572 in non-federal resources.

BCCC was founded as Boulder County RSVP Board Inc. in 1972. At that time Broomfield was part of Boulder County. The organization changed names in 2010 to better reflect the variety of services and programs offered throughout the counties. For forty years BCCC has supported thousands of low-income seniors and adults with disabilities in maintaining their independence. BCCC's unique programs and services help seniors and adults with disabilities avoid isolation and early

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institutionalization. It is estimated that more than 100,000 clients have benefited from BCCC's volunteer-powered services.

Strengthening Communities

Boulder County CareConnect (BCCC) is building capacity to meet the needs of our community through successful management of the RSVP program. The RSVP program will direct 60% of all activities to the Primary Focus Area of Healthy Futures and the objective of Aging in Place.

Healthy Futures Aging in Place Community Need:

According to the Community Assessment Survey for Older Adults conducted by Boulder County Area Agency on Aging (BCAAA), Boulder County is aging at a faster rate than the rest of Colorado (Age Well, 2010). The current projection is more than 77,000 Boulder County residents will be over the age of 60 by 2020 and more than 100,000 by 2030. This is the fastest growing population in Boulder County and organizations are working hard to keep up. Broomfield County is also experiencing higher numbers of aging residents. In addition, 70% of older adults in Colorado reported one or more disabilities (deafness, blindness, self-care issues, etc.), substantially increasing the numbers of adults living with disabilities. According to www.census.gov about 17,000 Boulder County residents are veterans and it is estimated that 40% of them are age 55 or better. A significant number of BCCC RSVP volunteers have identified themselves as veterans. BCAA also reports:

- * 33% of Boulder County area seniors live alone
- * 20% of Boulder County area seniors are low income
- * 31% of Boulder County area seniors suffer a serious fall every year
- * 6% of Boulder County area seniors do not have enough food to eat
- * 7% of Boulder County area seniors cannot arrange transportation to health care (Age Well, 2010).

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Older adults are also marginalized in our culture; a culture that emphasizes youth and mobility. The most common concerns of older adults include fear of social isolation, depression, financial problems and declining physical health. RSVP volunteers will alleviate these concerns through weekly interaction with other seniors in need.

The effects of the economic recession continue to detrimentally impact the lives of seniors and adults with disabilities. BCAAA reports that 33% of the senior population in Boulder County has challenges meeting daily expenses. Most of these individuals are facing rising costs for food, utilities, healthcare, and other daily living expenses while monthly incomes remain unchanged. As a result, more and more people are turning to volunteer-powered community programs for basic needs. RSVP volunteers are able to provide services through volunteer stations without financial burden for clients. BCCC estimates that RSVP volunteers provide about \$2 million dollars of service to our community each year (based on the Independent Sector Colorado formula of one hour x \$21.47). This translates to tremendous savings for nonprofits, clients and Boulder County.

Boulder County is made up of many municipalities: Boulder, Erie, Lafayette, Louisville, Longmont, Niwot, Superior; mountain communities like Nederland and Allenspark; and un-designated rural communities. Broomfield County is home to the City of Broomfield. The flexibility that RSVP volunteers provide is invaluable. With a large and diverse region, RSVP volunteers have been able to assist folks living in areas without transportation or access to walk-in support services like senior centers.

Healthy Futures Aging in Place Infrastructure and Management:

BCCC has successfully managed the RSVP program since 1972. BCCC is well respected in the

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community and is synonymous with senior volunteerism. BCCC also provides in-home services to low-income seniors and keeps up with emerging aging community needs. This intrinsic knowledge of community need, established and trusted partnerships with a large network of providers, and expertise with volunteer management, makes BCCC the perfect home for the RSVP program. The phrase, "seniors helping seniors" rings true at BCCC.

BCCC's executive staff and Community Outreach Coordinator (RSVP full-time program manager) provide RSVP volunteer recruitment, retention and evaluation to ensure that standards of excellence are met. The program manager also maintains strong relationships with volunteer stations and assesses the effectiveness of methods to address needs through volunteers. Stations identified as Healthy Futures Aging in Place have been working with BCCC for decades, many since BCCC's RSVP program began. From time to time, stations do not meet RSVP standards and are graduated when necessary.

Healthy Futures Aging in Place Activities and Outcomes:

RSVP volunteers will participate in a variety of activities to promote Aging in Place. These activities include food and grocery delivery, assisted medical transportation, interior and exterior home repairs and modifications, respite and companionship, and fraud prevention education. Most activities will occur on a daily or weekly basis. RSVP volunteers will serve at the volunteer station or provide door-through-door services to home bound clients. The recipients will be primarily low-income seniors and it is expected that a significant number will identify as military veterans and family members.

During the project period 400 RSVP volunteers will provide services to 13 Healthy Future Aging in Place volunteer stations. It is expected that 3,400 seniors will be served and able to maintain their

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independence with 75% of reporting that they feel less isolated.

Recruitment and Development

Boulder County CareConnect (BCCC) is dedicated to providing an array of RSVP volunteer opportunities that engage participants in meaningful community service while providing support to critical programs. These activities include stocking food pantries, assisting at healthcare facilities, providing temporary shelter support, delivering food, providing transportation, improving financial literacy, and more. RSVP volunteer activities support other seniors, adults with disabilities, low-income residents, chronically-ill, homeless, children and military families. Through this wide variety of volunteer opportunities and populations served, RSVP volunteers can share their experiences, abilities, and skills to improve their communities and themselves.

RSVP volunteers meet with the RSVP program manager (in person or by phone) to find the best match for their volunteering needs. All volunteer stations agree to provide adequate support and training to RSVP volunteers when they sign the Memorandum of Understanding. The program manager conducts follow up surveys with RSVP volunteers to ensure they have received training and tools. The program manager is also available to field and mediate concerns from RSVP volunteers and stations.

In 2011, 78% of Boulder County's population was White, 14% Hispanic, 4% Asian, 2% mixed race, 1% Black, and 1% Native American, and 13% of Boulder County's population lived below the federal poverty level (www.quickfacts.gov). Broomfield is similar in demographics. BCCC upholds a strict antidiscrimination policy and strives to recruit volunteers that represent our diverse population to include all races, ethnicities, sexual orientation and languages spoken. A large number of RSVP volunteers identify themselves as veterans or military family members and BCCC is implementing

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new tracking methods to better report the actual number served. A significant number of RSVP volunteers are living with an age-related or other disability. By maintaining strong relationships with volunteer stations, BCCC ensures that no one is discriminated against and appropriate accommodations are made for RSVP volunteers when necessary.

BCCC has marketing and outreach plans specific for RSVP volunteers including a media mix, branding campaign, and presentation schedule. BCCC has launched a new Latino outreach initiative and held a focus group in 2012 that informed recruitment activities planned through 2015. BCCC has also partnered with faith-based communities to recruit volunteers to tackle the unmet needs of our community. BCCC frequently gives presentations to local civic groups, clubs, independent living centers, and senior centers.

BCCC recognizes RSVP volunteers for their valuable contributions to the community. Volunteers are featured in local newspapers and nominated for various awards. Every year, BCCC also hosts several catered RSVP volunteer recognition affairs, replete with entertainment and door prizes. BCCC distributes a semi-annual newsletter and monthly e-newsletter that chronicles the important contributions of RSVP volunteers, as well as additional volunteer opportunities. BCCC encourages RSVP volunteers to take advantage of training opportunities through Senior Corps Conferences, United Way, and other local nonprofit resources.

Program Management

Boulder County CareConnect (BCCC) abides by all CNCS regulations and the Board of Directors provide oversight and governance over all program and fiscal matters. BCCC selects RSVP volunteer stations that are public and nonprofit organizations committed to meeting critical community needs. Stations must follow the regulations outlined by the Memorandum of Understanding and all

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applicable laws. If volunteer stations are out of compliance or object to regulations, the program manager assists the station to make the correction or graduates the station when necessary.

BCCC has the capacity to manage all current volunteer stations and recruit more as appropriate.

Stations that address needs outside of Healthy Futures Aging in Place include a variety of organizations with a long history as an RSVP station. These relationships are built on mutual understanding and good communication. Non-primary stations include local healthcare facilities, social services, shelters, food pantries, libraries, senior centers and more.

From time to time BCCC has graduated non-performing and non-complying volunteer stations with respect and gratitude. With the changes to the priorities of the RSVP project, BCCC anticipates graduating several stations in early 2013. The executive team and program manager has begun to assess the impact of these changes on RSVP volunteers and stations. Selected stations do not have significant number of RSVP volunteers or reported hours. It is anticipated that graduation will not disrupt the volunteer or station when possible.

BCCC collects data from RSVP volunteer stations to make sure that National Performance Measure outcomes and outputs are measured. Results are then analyzed by staff and used to enhance the effectiveness of BCCC volunteer and station performance. BCCC's record keeping and reporting procedures are in compliance with CNCS guidelines. BCCC utilizes Volunteer Reporter and volunteers to ensure accurate reporting. Biannual surveys are conducted with all impact-based stations; and BCCC contacts all volunteers and station supervisors on a regular basis to ensure their satisfaction and to maintain accurate records. Executive staff and the program manager completes all CNCS reports.

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BCCC effectively manages RSVP program resources and ensures accountability for effective use. Financial reports are prepared by BCCC's bookkeeper and analyzed monthly by the board of directors, executive staff and board finance committee. Proper checks and balances are followed. The Program Director analyzes all expenditures to ensure that BCCC is in compliance with CNCS guidelines. The accountant inputs and tracks all expenditures and revenue in QuickBooks. Individual donations and grants are also tracked in this database. The finance committee analyzes bank statements and financial reports. BCCC receives in-kind donations of office space from Boulder Housing Partners and occasionally other goods and services from various vendors. BCCC has an independent auditor conduct an annual audit to confirm that sound practices and management is in place.

Organizational Capability

Boulder County CareConnect (BCCC) has managed the RSVP program since 1972 and has the infrastructure and practices in place to continue this legacy for as long as possible. BCCC has been chosen as the Social Venture Partners investee partner for the next three years -- an honor bestowed upon established, sound organizations that have a proven track record of effectively addressing community needs. The RSVP program will continue to be supported with programmatic and fiscal oversight through monthly data collection and reporting practices to executive staff and the board of directors. The program manager will provide day-to-day support for the RSVP program and follow internal standard operating procedures (SOP).

Staff Positions:

The RSVP program is managed primarily by the program manager and several other positions provide RSVP program support and supervision. Current staff positions related to RSVP program:

Community Outreach Coordinator (1FTE) -- Full-time position managing the RSVP program

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including volunteer recruitment, coordination and evaluation and reporting

Executive Director (1FTE) -- Responsible for driving the organizational mission and providing oversight of all functions of the organization, strategic planning, and managing revenue and expenditures

Program and Volunteer Director (1FTE) -- Responsible for managing all program staff including RSVP program manager, oversee day-to-day operations, program evaluation and reporting

Communications Manager (1FTE) -- Responsible for all materials communications internal and external to include print and social media, RSVP program materials

Office Administrator (1FTE) -- Responsible for all office and equipment management, manages data entry of RSVP volunteer enrollment and monthly hours collection

Bookkeeper (.2FTE) -- Responsible for recording receivables, bank deposits and tracking financial records related to RSVP program

Track Record:

Tens of thousands of RSVP volunteers have contributed to our community as a result of BCCC's four decades of success. BCCC is well respected in the community and is synonymous with senior volunteerism. BCCC is also an expert in Healthy Futures Aging in Place by providing in-home services to low-income seniors and keeping up with emerging aging community needs. This intrinsic knowledge of community need, established and trusted partnerships with a large network of providers,

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and expertise with volunteer management, makes BCCC the perfect home for the RSVP program.

A senior recipient of RSVP volunteer-powered home repair services recently said "Thanks for everything. Thank you just doesn't seem enough...Now I have my home, my peace, thank you. Wendell [RSVP volunteer], you are an amazing gentleman so determined to give your very best and everything-so beautiful, thank you. John [RSVP volunteer], the way you and Wendell work together --such teamwork. What a fine job. Bless you all."

BCCC evaluates and tracks programs each month for internal reporting and publishes an Annual Report for the public each year. BCCC manages a variety of private and municipal grants that require strenuous tracking and reporting of expected outputs and outcomes. The CNCS Statewide office conducted a regular audit of BCCC's RSVP program in 2010 and found the agency in compliance.

Organizational Structure:

BCCC has strong organizational infrastructure, making it possible to manage the RSVP program for 40 years and stand the test of time. BCCC has two offices and receives an in-kind cost-share in Boulder through Boulder Housing Partners and the extension office in Longmont through the Center for People With Disabilities. The RSVP program manager is housed primarily in the Boulder office and is part of a staff rotation for the Longmont office. The organization received an anonymous gift in 2012 providing for a capital improvement to IT infrastructure, new computers, printers and a copier. BCCC maintains all necessary supplies for the RSVP program and volunteer recognition.

BCCC maintains a strict governance structure through the oversight of the Board of Directors.

Operations are kept in check through internal policies, standard operating procedures, and personnel

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practices. Finances are managed through internal controls that follow General Accounting Association Principles (GAAP). All policies and procedures are kept on BCCC's shared server and accessible to all staff members. Volunteer and employee policies and procedures are available in handbooks that each new member receives. Procedures for things like conflict of interest, confidentiality, and grievances are all outlined.

BCCC re-vamped the Community Advisory Council in January 2012. The council is comprised of partners, volunteers, clients and staff from various regions in Boulder and Broomfield Counties. The Council meets quarterly and provides input and assessment of programs including the RSVP program.

BCCC has a robust management system and team. The executive leadership teams hold Masters in Nonprofit Management, Public Administration and Social Work and combined more than 45 years of nonprofit leadership experience. All functions of the RSVP program from volunteer enrollment to mileage reimbursement are signed off by the appropriate staff member. These elements have made it possible for BCCC to successfully manage the RSVP project and federal grant for 40 years.

BCCC is financially healthy and has diverse funding streams. BCCC expects to adequately sustain the proposed non-federal share of funding through individual donations, corporate support, workplace giving campaigns (United Way Partner) and private foundation grants.

Other

Not applicable.

PNS Amendment (if applicable)

Not applicable.