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Executive Summary

An estimated 160 RSVP volunteers will serve. They will provide service activities in the areas of H10: food pantry support; H4: health education; ED21: assisting in classroom-Head Start; ED 2: tutoring - other; O1: financial literacy education; V1: veterans receiving CNCS supported services; G3-3.16: garnering donations; G3-3.17: food collection; and SC1: community priority activity through a network of 30 placement sites such as (4) food banks, (5) Head Start and Early Head Start, and (3) Gateway at-risk youth programs.

The primary focus area of this project is Healthy Futures. At the end of the 36-month performance period, anticipated outcomes will demonstrate improved academic achievement and attendance for twenty-nine youth as supported by eighteen volunteers.

The CNCS federal investment of \$51,857 will be supplemented by \$22,224 in non-federal resources.

Strengthening Communities

The demographic profiles of the RSVP service of Darke, Logan, Miami, and Shelby counties are compiled from the sponsor's 2012 Community Assessment completed in August 2012. The following Quick Fact charts for each of the four designated counties provide an overview of relevant demographics of the area.

Darke County (population 52,959)

Greenville is the county seat with a declining population of 13,277. Darke County is known for the signing of the Treaty of Greene Ville and Kitchen Aid Experience. A branch of Edison Community College is located in the county seat. The main industry is farming and is one of the largest agricultural counties with 359,000 acres of farmland. In 2011, 17.1% or Darke County residents were 65 years and over.

The Quick Facts information below is listed in the following order; 2012, 2009, Percent of Change.

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Darke County Population - 52,959 - 52,983 - <1%

Population under age 5 - 3,363 - 3,384 - <1%

Children in poverty (0-18 years) - 2,083 - 1,625 - 28%

Free/reduced lunches - 1,851 - 1,694 - 9%

Children receiving food stamps - 1,329 - 1,189 - 12%

Subsidized Child care - 344 - 273 - 26%

Births to mothers (10-19 years) - 54 - 83 - (35%)

Persons below poverty - 10.6% - 8.0% - 3 %

Foster Care - 31 - 29 - 7%

English spoken at home - 98.2% - 98.1% - <1%

Race (White) - 97.8% - 98.1% - <1%

Median household income - \$44,280 - \$46,556 - (5%)

Unemployment rate - 7.1% - 11.2% - (4%)

Logan County (population 45,858)

The largest town and county seat is Bellefontaine with an estimated population of 13,370. Campbell Hill is the highest point in Ohio. Bellefontaine holds the Guinness record for the shortest street in the world and the first concrete street in America. The main industry is Honda automotive. In 2011, 15.0% of Logan County residents were 65 years and over.

The Quick Facts information below is listed in the following order; 2012, 2009, Percent of Change.

Logan County Population - 45,858 - 46,580 - (2%)

Population under age 5 - 3,093 - 3,082 - <1%

Children in poverty(0-18 years) - 2,384 - 1,745 - 37%

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Free/reduced lunches - 2,233 - 1,951 - 14%

Children receiving food stamps - 2,085 - 1,810 - 15%

Subsidized Child care - 255-170-50%

Births to mothers (10-19 years) - 51 - 84 - (39%)

Persons below poverty- 14.8% - 9.3% - 6 %

Foster Care - 6 - 10 - (40%)

English spoken at home - 96.1% - 96.2% - <1%

Race (White) - 95.3% - 95.8% - <1%

Median household income - \$51,729 - \$46,580 - 11%

Unemployment rate - 7.2% - 10.5% - (3%)

Miami County (population 102,506)

The largest town and county seat is Troy with an estimated population of 25,058. Recent commercial development has expanded skilled jobs at Clopay Door Manufacturing, Honda Automotive, and Illinois Tool restaurant equipment. Miami County is also home to the main campus of Edison Community College. In 2011, 15.7% of Miami County residents were 65 years and over.

The Quick Facts information below is listed in the following order; 2012, 2009, Percent of Change.

Miami County Population - 102,506 - 101,619-<1%

Population under age 5 - 6,129 -6,141 - <1%

Children in poverty(0-18 years) - 3,845 - 2,734-40%

Free/reduced lunches - 4,201 - 3,837- 9%

Children receiving food stamps - 2,659 - 2,350 - 13%

Subsidized Child care - 957 - 876 - 9%

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Births to mothers (10-19 years) - 121 - 134 - (10%)

Persons below poverty - 9.5% - 6.7% - 3%

Foster Care - 68 - 75 - (9%)

English spoken at home - 97.4% - 97.1% - <1%

Race (White) - 94.4% - 95.8% - (1%)

Median household income - \$51,507 - \$50,392 - 2%

Unemployment rate - 6.9% - 12.1% - (5%)

Shelby County (population 49,423)

The largest town and county seat is Sidney with an estimated population of 21,301. Shelby County has three major manufacturing industries: Conagra food products, Emerson Climate Technologies refrigeration, and Honda of America automotive. In 2011, 13.2% of Shelby County residents were 65 years and over.

The Quick Facts information below is listed in the following order; 2012, 2009, Percent of Change.

Shelby County Population - 49,423 - 48,736 - 1%

Population under age 5 - 3,572 - 3,588 - <1%

Children in poverty(0-18 years) -1,937 - 1,627-19%

Free/reduced lunches - 2,243 - 2,058 - 9%

Children receiving food stamps - 1,775 - 1,585 - 12%

Subsidized Child care - 628 - 475 - 32%

Births to mothers (10-19 years) - 68 - 92 - (26%)

Persons below poverty - 11.9% - 6.7% - 5%

Foster Care - 10 - 7 - 43%

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English spoken at home - 97.1% - 96.7% - <1%

Race (White) - 94.7% - 95.8% - (1%)

Median household income - \$48,475 - \$51,841 - (6%)

Unemployment rate - 7.2% - 13.5% -(6%)

Additional information researched for purposes of supporting the need for services in the four county service area and identifying service activities is reflected in Ohio being one of nine states with significantly higher food insecurity rates. At 16.4%, Ohio is almost 2% higher than the 2008-2010 national average as referenced in (<http://feedingamerica.org/hunger-in-america/hunger-facts/hunger-and-poverty-statistics.aspx>). The local food banks, such as FISH of Darke County reported that they have seen a 26% increase in participation in 2012 as compared to serving 3,085 households in 2011. Agape Distribution food bank in Shelby County served 16,000 people in 2011. The local Head Start program provided information that in the 2011-2012 program year, 18.66% of the preschool age children were obese according to their BMI measurement and 14.11% were recorded as overweight. Of the children in the infant and toddler program, 12.92% were recorded as overweight. Our plan and infrastructure to manage the volunteers and their stations incorporates several key components. In order to effectively carry out the objectives of H10 RSVP will receive quarterly reports from the food banks, food pantries, and other nonprofit organizations that detail how many individuals they provided with food who needed assistance due to an emergency situation such as a natural disaster, under-employment, or job loss. RSVP will use this information to place new volunteers in sites that serve the greatest concentration of individuals needing emergency food. RSVP staff will bi-annually check with volunteers to ensure that their skills and time is being used efficiently by the sites. RSVP will use this information to work with sites to use volunteers to their maximum capacity, or place volunteers in sites where they will be more effective. In order to fulfill the goals of

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H4 RSVP will require all volunteer health education trainers/coaches at an initial screening demonstrate proficient knowledge of health education. Site supervisors will be required to report to RSVP staff ways that they feel volunteer health trainers/coaches could improve their presentations. This information will be used to tailor training to the trainers/coaches most pertinent needs.

The service activities in the Healthy Futures Primary Focus Area are as follows:

H10: emergency food from food banks, food pantries, or other nonprofit organizations. 4 volunteer stations: FISH in Darke County, Bethany Center in Miami County, and FISH and Agape Distribution in Shelby County.

H4: training and coaching. One Head Start and Early Head Start center in Darke County; one Head Start and Early Head Start Center in Logan County; two Head Start and Early Head Start centers in Miami County; two Head Start and Early Head Start Centers in Shelby County.

Healthy Futures was selected as the Primary Area of Focus; the three major elements of community need, available service activities, and the ability of the volunteers to meet the planned outputs. As demonstrated above the amount of individuals in need of emergency food in this RSVP service area is alarming. In response to this need, several key food distribution sites/organizations have come into existence within local communities. Several sites already rely heavily on RSVP volunteers, some of whom volunteer six or more hours per day. RSVP must continually recruit volunteers in order to help maintain these sites operations. As indicated above within local communities emergency food distribution sites/agencies are experiencing significantly higher numbers of individuals requesting assistance. RSVP must not only maintain the amount of volunteers within these sites, but increase them significantly in order to address the growing number of persons experiencing emergency food situations.

Significant activities in service to veterans and military families will be planned for RSVP volunteers to create care packages for veterans hospitalized, economically challenged, and homebound and support

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the Darke County Warm Up America and Logan County Senior Center projects.

Recruitment and Development

Recruitment and Development will be supported by two part-time volunteer recruiters and a program director. All volunteer recruiters are responsible for engaging volunteers and monitoring their satisfaction and successes; securing nonprofit organizations as placement sites; and ensuring Memorandums of Understanding are up-to-date. RSVP staff will conduct initial assessments of each site. They will note strengths and weakness of the site and discuss with site supervisors key volunteer assignments that could exponentially increase the effectiveness of the site.

The volunteer recruiters are supervised by the project director who oversees the recruitment plan and process; volunteer recognition plan; completes sites visits; conducts a public speaking engagements; provides volunteer management training opportunities; and oversees program marketing. A significant benefit is that most high quality sites are already secured. Currently, 20% of the RSVP members are volunteering at food banks or providing health and nutrition education. With the increased need in the communities, the Primary Focus for the three year grant cycle will be Healthy Futures. Additionally, the sponsoring organization, Council on Rural Service Programs administers of a multi-county Early Head Start and Head Start program. In this proposed plan, an increased effort to secure volunteers will be made for classroom assisting and obesity prevention programs. Each one of these service activities requires a consistent commitment and people skills to do more than show up, but for the volunteer to know that people's situations are improved as a result of their involvement. A more comprehensive evaluation of volunteer expectations from their placement and whether that was satisfied will be developed and implemented with the new program cycle. Additionally, the program director will be providing twice yearly program outcome updates through newsletters to the volunteers and placement sites. Traditionally, recognition has been solely focused on attendance and hours of participation. While this is important, the effort to increase the engagement of volunteers will

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be better realized when they can "see" the impact as a result of their involvement.

The current volunteer training program will be improved to start with a description of skill and outcomes expected by the placement site along with what their training responsibilities will be and plan to complete. This is an important shift due to the specialization of some of the placement sites such as Head Start. The RSVP director will refine the orientation program to better be delivered by the program with emphasis on the volunteer's professional qualifications, educational background, and interpersonal aptitude.

Program staff will continuously recruit a volunteer pool through referrals made by current volunteers, weekly newspapers articles, radio spots, participation in community meetings and internet social media. Also contact with relevant organizations; such as senior centers where seniors congregate. Marketing opportunities through the program website as well as those of community partners such as United Ways along with social media networking sites will also be used as recruitment mediums. These have been proven effective recruitment strategies in our rural four counties with current county demographics reflecting populations where on average, are 98% Caucasian and 99% with homes whose primary language is English. Additionally, direct outreach to county Veteran Services offices and Developmental Disabilities programs will be included in the recruitment plan. The program director will track the contacts, referrals, and volunteer assignments in respect to volunteer profiles they are willing to share.

The plan and infrastructure to retain and recognize volunteers ties right back into staff who are working with placement sites to develop (or refine) volunteer positions to describe the meaningfulness of the assignment. This will guide the prospective volunteer to clearly know the expectations and along with staff, be matched to the position that best meets their expectations. This occurs during an interview process with program that use a simple assessment tool to gauge experience, skills, and interests. An array of relevant placement sites is then reviewed with the volunteer, and selections

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made. With the assignment identified, ensuring the clarity of the RSVP program services and that of the placement will occur through a scripted orientation and training program that is developed by the RSVP staff and placement site. On-going support for the volunteer will occur through monthly contacts from program staff that will track satisfaction. Program staff will also have monthly contact with placement sites to review frequency of contact with the volunteer and assessment of the volunteer's engagement in the assignment. The plan for recognition of volunteers will include an assessment of job placement sites in terms of their recognition methods. The RSVP staff will include in the Memorandum of Understanding the expectation of volunteer recognition as reasonable for that organization. This might be acknowledgement in placement site newsletters or other communiqués, invitations to trainings/speakers, or invitations to open houses. The RSVP program will recognize volunteers through annual celebratory luncheons, through inclusion in volunteer profiles in quarterly newsletters, in monthly submission of volunteer accomplishments in local newspapers, and in nominations for a variety of service awards.

Program Management

The plan and infrastructure to ensure management of placement site compliance will include the program director's responsibility to include in the Memorandum of Understanding the requirement to be a site that is handicapped accessible and complies with safety standards. Annually, the program director will review each placement site for meeting the requirements established in the Memorandum of Understanding.

The recruitment plan for managing placement sites outside the Healthy Futures Primary Focus Area follows the same plan where program staff will continuously recruit a volunteer pool through referrals made by current volunteers, weekly newspapers articles, radio spots, participation in community meetings, along with contact with relevant organizations, such as senior centers, where seniors congregate. Marketing opportunities through the program website as well as those of community

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partners such as United Ways along with social media networking sites will also be used as recruitment mediums.

Through an annual community needs and placement site evaluation, placement sites may change volunteer positions adjusted to better meet community and program priorities. To minimize the need to ask volunteers to change sites or positions, the recruitment efforts will emphasize established priorities. A list of other non-profit program needs will be maintained to refer volunteers to when they are not best matched to the RSVP priority areas. Currently, there are seven volunteers outside of the community focus percentage. As determined by the volunteer's desire, adjustments will be made toward the new priorities through attrition, re-placement, re-training, or graduating stations.

National Performance Measure outcomes and outputs established in the grant will be inputted into a database at least monthly and monitored by the program director against established benchmarks.

Financial and in-kind resources established in the grant will be monitored monthly by the program director. The RSVP director will assume the responsibility to seek resources through local organizations and businesses that support county recruiters, volunteer recognition, and in-kind space for offices. The resource targets are set in the program budget and will be monitored monthly.

Organizational Capability

The sponsorship of the Retired and Senior Volunteer Program will be provided by the Council on Rural Service Programs which has been the oversight agency since 1976. The sponsor has 38 years experience administering local, state, and federal grants, which require a system of policies and procedures that guide fiscal and program requirements. Annual independent audits reflect clean audits without findings.

Each staff position has a written job description that is reviewed annually and adjusted if necessary to reflect changing priorities, recruitment methods, and the like. The RSVP director has a Masters of Divinity degree and seven years experience in volunteer recruiting. His responsibilities include

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supervision of county recruiters, monitoring of day-to-day activities, evaluating program data, marketing of the program, budget monitoring, and community relations. The county recruiters bring a wealth of volunteer experience and have direct understanding of the population of volunteers for this program. One county recruiter has a Master of Science degree in Education and worked with low income students and volunteers in the community. Another county recruiter has been a foster parent for six years, worked for twelve years advocating for abused children, and is a parent advocate.

The Primary Focus Area of Healthy Futures was selected as an identified and on-going need not only in the communities but also in the children and families in the sponsor's Head Start program.

Through the USDA food program, 1718 vulnerable infants, toddlers, and preschool age children received nutritious meals and their families received nutrition and health education. Even so, overweight and obese children are recorded as over 32% for preschool and 13% for infants and toddlers. These performance measures are tracked throughout the program year as children enter and leave the program. The RSVP program already has a proven track record in the Primary Focus Area as evidenced by the 26% of RSVP volunteers already supporting food banks and food distribution.

As noted above, the Council on Rural Service Programs has been the sponsoring organization since 1976 and worked with as many as over 700 volunteers annually. The organization utilizes electronic databases to track outcomes on all program activities and monitors outcomes of children, at a minimum, quarterly.

Through the organizational sponsorship, RSVP will have the support of the Executive Director who has been with the Council on Rural Services since 1977. She has a Master of Arts degree in Organizational Management and is responsible for organizational oversight. The Board of Trustees has community representation that includes a broad range of expertise such as the vice president of a retirement community, banker, professor, guidance counselor, United Way executive director, and city commission member. The chief financial officer has an MBA and over thirty years in both private

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and non-profit environments. The accounting manager has a Bachelor of Finance degree and has been with the organization for over 15 years. The accounting manager provides the majority of reporting requirements. The finance department has specific policies and procedures that follow the Auditing A-133 Principles, which covers payroll, accounts payables, purchasing, conflict of interests, and the like. The personnel management, including policies and procedures along with hiring is facilitated by the human resource department whose director has a master's degree in employee relations. A full RSVP Advisory Council consists of eight members, two from each of the four counties. The members recruited are interested in addressing social problems through volunteerism. Their role is to provide technical expertise, serve as an advocate for and promote RSVP, as well as share feedback from the community by serving as a liaison with relevant stakeholders.

The sponsor has administered complex and comprehensive social service programs since its incorporation in 1972. Head Start is the largest federal program, which it has had since 1975 and currently has a budget of over \$12 million. This program alone has very strict and compliance regulated performance standards, which are audited annually and reviewed every three years by a peer group.

The ability to meet the non-federal match requirement of \$22,224 is shown on the budget sheet and is reflective of the over fifteen years of support from our local United Ways.

Other

Not applicable

PNS Amendment (if applicable)

Not applicable