

SUMMARY REVIEWER COMMENTS

2013 RSVP Competition

Legal Applicant: Elderlife, Inc.

Applicant ID: 13SR144202

Project Name: RSVP of Oneida County

For the purpose of enhancing our programs by improving the quality and quantity of applications to the Corporation for National and Community Service (CNCS), we are providing specific feedback regarding the strengths and weaknesses of this application. These comments are not meant to represent a comprehensive assessment; rather the analysis represents those elements that had the greatest bearing on the rating of the application. Please note that this feedback consists of summary comments from only the external reviewer on the blended panel. Comments are not representative of all of the information used in the final funding decision.

External Reviewer's Summary Comments:

Strengths:

The application contains information linking the three major elements in their Primary Focus Area to one another and realistic targets are proposed for outputs given the number of volunteers to be assigned, the number of individuals they expect to serve, and the activities they will perform.

The applicant describes effective management of in-kind resources in the form of program and office space that includes phones, internet, utilities, and janitorial/maintenance services. There is an Accounting Policy and Procedure Manual, developed by the Board of Directors, that outlines the duties related to management of funds. A comprehensive discussion of the levels of approval required for all financial transactions is included.

Weaknesses:

Five of the applicant's service activities in the Primary Focus Area (Healthy Futures) have no outcome targets identified, no outcome selected, nor an explanation as to how each of the 5 activities will be measured to determine success.

The applicant provides no information contained in the application that clearly describes how the applicant will assure high quality experiences that allow volunteers to share their experiences, abilities, and skills to improve their communities and themselves through service in their communities. This criterion is simply re-stated rather than explained as to how the proposed service activities allow these experiences to volunteers.

The applicant states that volunteers are recognized annually at an event and are highlighted in their Volunteer Newsletter and the media. There is no explanation as to the event itself, how often the newsletter is provided, or how the media contributes to recognition. Additionally, no information is provided as to how these activities serve retention.

The applicant provides a total of 12 Performance Measures they intend to address. Of those 12, only 3 of them include all required information. The remaining 9 stated Performance Measures do not include a selected outcome or an outcome target. Additionally, for these 9 Performance Measures "how measured" was not addressed at all,

however, an instrument description was provided for each one. It is unclear how the applicant intends to use an identified instrument to measure performance when no outcome was selected nor an outcome target provided.

The applicant identifies staff having the duties of fiscal oversight, daily operational support and data collection, however there is no description of any of these activities to provide a clear understanding of how they will look in practice when the project is implemented. Additionally, there is no reference throughout the application to clearly defined internal policies as it relates to these areas.

The applicant does not allow for the costs associated with criminal history checks in their budget. Additionally, there is no amount of funds allocated for meal reimbursement for volunteers and the rate of volunteer mileage reimbursement is not consistent. For example, it is listed at \$0.25 per mile for volunteers driving to and from stations but a second listing for volunteer transportation drivers is included at \$0.505 per mile. No explanation is provided for this discrepancy as to why one form of mileage reimbursement is twice the amount of the other listed.