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Executive Summary

An estimated 15 SCP unduplicated volunteers at a minimum 15 hours per week will serve up seniors in Madera, Mariposa and Fresno counties (15 VSYs annually). Our SCP volunteers will provide vital, culturally appropriate services to allow seniors to age in place. These activities include taking seniors shopping, taking them to the doctor, accompanying them to tribal events, paying bills, scheduling appointments and other daily living activities that allow seniors to remain in their homes.

Further, our SCP volunteers will provide respite for caregivers, in order to improve the quality of life for our seniors and their families, reduce depression and social isolation and prevent and identify elder abuse. Additionally, 10 percent of our program resources will go to aiding home bound, disabled tribal citizens and their families as well.

At the end of the first grant year, we anticipate a 55-60 percent reduction in social isolation as well as more people aging in place comfortably and increased community ties.

The CNCS federal investment of \$90,000 will be supplemented by \$10,579 the North Fork Rancheria of Mono Indians and an excess of \$2500 covered by our Central Valley Indian Health program for a total program budget of \$103,079.

Strengthening Communities

We are proposing to cover three counties with our program.

FRESNO COUNTY

A thriving metropolis, Fresno is the fifth largest city in California and the 34th largest city in the United States. Many of our tribal citizens live in or near the city of Fresno or in smaller towns, like Prather and Tollhouse, in Fresno County. While there are other programs to serve seniors in the area, Catholic Charities Diocese of Fresno and California Department of Developmental Services, our program will be culturally relevant to North Fork Rancheria citizens and other tribal citizens in the area. We plan to administer the program at our tribal office in Fresno.

Presently, 64 citizens over 55 live Fresno County, some struggling to remain at home, some living with family and others in long-term care facilities.

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MADERA AND MARIPOSA COUNTY

These rural communities in the Sierra Nevada foothills are home to the majority of our seniors. Here, the rugged terrain over a great and windy geographic distance provides additional threat of social isolation. Further, less than a century ago, our children were forced into schools and churches by outsiders; therefore, there is a lingering fear of outsiders, particularly for those living on trust land. It's essential that these seniors receive support from people within our community who can help area seniors with shopping, household organization, participating in community activities and other general companionship activities. Our volunteer station for these counties will be the tribal offices in North Fork and Fresno, California.

Our primary focus in all counties is reducing social isolation and providing much-needed relief to families and caregivers.

The activities described in this narrative will keep seniors living independently longer, reduce social isolation and depression, identify and prevent elder abuse and provide respite for families as well as preserve and share our history with future generations.

We will use the SCP client survey at the start of our program and administer it annually, so we can see our program's impact on our clients over time. Further, the program director will speak with clients at least quarterly to check on their well-being and improve the program, add activities and ensure that the companions are a good fit and acting in accordance with the program's objectives.

Recruitment and Development

The North Fork Rancheria of Mono Indians runs numerous programs that serve Fresno, Merced, Mariposa and Madera counties presently. We will use the offices for these programs to run our SCP program; further, we will send notices to all tribal citizens in our proposed service areas in order to recruit participants both as volunteers and clients. We post all job / volunteer opportunities on Cal Jobs, Workforce Connections in Fresno, all local newspapers, our web site and our Facebook page.

From our offices in both Fresno and North Fork, we will interview and select the SCP volunteers who best meet the needs of our clients, including our homebound, disabled. After passing a background check and drug screen, selected SCP volunteers will attend a series of training events at which they

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will learn the objectives of our program overall and the important role they play in helping our seniors live longer, happier lives as well as learning appropriate boundaries, scope of care, applicable OSHA / HIPAA regulations and other information to ensure the welfare, safety and health of our clients and volunteers.

We'll hire a program coordinator at 24 hours per week to run the program. The program coordinator will report to our Chief Administrative Officer Renee Getty with funds administered by our fiscal department.

Program Management

Since 2003, the North Fork Rancheria of Mono Indians has run Tribal Assistance to Needy Families (TANF) programs to serve all American Indians who qualify in Fresno, Merced, Madera and Mariposa counties. We have the experience and infrastructure in place to run and recruit for a concurrent SCP program from these locations to serve Fresno, Madera and Mariposa counties.

Our CAO Renee Getty will supervise the part-time SCP program coordinator at our North Fork and Fresno locations as well as monthly all-staff in-service meetings to offer training and support to our volunteers. The fiscal department will manage administration of all grant funds. Additionally, we'll have a log for each volunteer to fill out, in which they detail key metrics on each client visit. These logs will be collected and reviewed weekly, so we can measure our clients' progress as well as identify other areas of need. The program coordinator will be trained to comply with all SCP program regulations, develop a volunteer training program, and ensure compliance with weekly volunteer log reviews and quarterly volunteer reviews. Further, as funding allows, we'll develop a web-based system for our volunteer logs and client surveys, so we can easily run reports to track the success of our programs and identify areas for improvement.

Using this tracking system, we'll identify our clients' needs as they change, adapt our programs appropriately, move volunteers to other duties / clients and train our volunteers on new methods, policies and practices at our monthly in-service meeting.

Tribal Chair Maryann McGovran will sign the MOU for each volunteer station to ensure the project is in compliance with SCP federal regulations. Further, upon receipt of the grant, we'll send out a notice to solicit an Advisory Council of 5 to 7 American Indians in our service area. The Advisory Council

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will meet monthly with the program coordinator to review the administration of the program.

The North Fork Rancheria of Mono Indians does both a background check and drug screen prior to hiring any employee, volunteer or advisory board member. Additionally, we reserve the right to randomly screen any of the aforementioned people should we so desire or should their behavior deteriorate or performance fall short of our regulations. Further, our citizens receive Central Valley Indian Health Services, which can provide the physicals required for volunteers.

Organizational Capability

The North Fork Rancheria of Mono Indians employs experienced accounting professionals who provide support for all of the programs run by the tribe from our North Fork office. Our accounting team has over a decade of experience in grant administration and reporting. Further, our office support staff is second to none in supporting tribal programs in both our Fresno and North Fork locations.

Currently, our accounting and administrative staff supports Tribal Council, Tribal Assistance to Needy Families, Indian Housing Authority, TANF Family Wellness, Indian Child Welfare Act (ICWA) and Tribal Environmental Protection Agency. All of these programs are supported in part by federal grants, which we have over a decade of experience in tracking, measuring and reporting.

A part-time program coordinator will manage the SCP program in Madera and Fresno counties. Our Chief Administrative Officer Renee Getty will supervise management of the program and our fiscal department will administer program funds. Our Director of Human Resources Stephen Hall will recruit and screen all volunteers. Under the direction of the CAO, our North Fork office staff will assist with recruiting, mailing, reporting and other tasks as needed, including pre-screening clients for the program based on a set of criteria specified by the project manager. Upon receiving the SCP grant, our CAO will work with tribal council and office staff to develop a manual of policies and procedures in conformance to the program requirements that will direct accounting, purchasing, personnel management, tracking, reporting and the management of capital assets.

Other

Thank you for the opportunity to clarify a few points.

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1. Training: We plan to hold three consecutive Saturday training sessions to address a wide range of topics prior to launching our program, including, but not limited to identifying elder abuse, personal conduct guidelines, Alzheimer's care, interacting with elder's family, expectations, how to support frail seniors, SCP regulations, how to fill out your time card and more. Ongoingly, we'll hold monthly 4-hour in-service meetings in both Fresno and North Fork to provide continued education to our volunteers in each location. All trainings will be conducted by our program coordinator.
2. We've revised our proposal to add a program coordinator at .60 FTE hours per week at \$19.02 per hour who will report to our Chief Administrative Officer Renee Getty.
3. We will hold an annual volunteer Recognition for all of our SCP volunteers in which they will be acknowledged for their service to our tribe by our Tribal Council, Station Supervisor, other tribal staff, clients and their family members and local officials. We will also regularly feature various SCP volunteers in our tribe's monthly newsletter and recognize their birthdays and other important events in their lives.
4. Due to the rural nature of two of our three counties as well as the sporadic access to mail services many of our elders experience, we'll employ a number of measures to outreach to our seniors to find both volunteers and seniors in need of companions. First, we'll mail all tribal citizens 55 and older who reside within our three county service area. Second, we'll work with Tribal Council and office staff to identify seniors in need and our program coordinator will reach out by phone. Additionally, we'll work with our volunteers and other tribal citizens to identify seniors who may be isolated and in need of companionship and find the best means to reach out to the senior and his / her family, phone or personal visit.
5. Our program coordinator will spend 20-25 hours a week on our SCP program. Further, the North Fork Rancheria office staff and Tribal Council will spend 7 hours per week supporting our program.
6. Travel miles have been added at the tribal rate of .575 cents per mile with mileage limits imposed for reimbursement. Once the maximum number of miles is reached, the volunteer's travel will be at their own expense. This is now reflected in the budget.

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7. SCP volunteers must be 55 or better with an income no greater than twice the federal poverty level. Further, they must pass a physical exam by their doctor, drug screen and criminal background check to qualify. They must meet these requirements annually. Further, all tribal volunteers are subject to random drug screening should behavior warrant such a screening.

PNS Amendment (if applicable)

Not applicable.