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Executive Summary

Land of Sky Regional Council (LOSRC) is a multi-county, local government planning and development organization. LOSRC reaches across county and municipal borders providing technical assistance to local governments and administering projects and programs, which benefit the region's citizens. LOSRC is one of 16 regional councils in North Carolina and one of 556 such organizations nationwide. LOSRC serves North Carolina's Region B -- Buncombe, Henderson, Madison, and Transylvania counties. Our mission is to "provide creative regional solutions to relevant and emerging issues in Buncombe, Henderson, Madison, and Transylvania counties while providing a standard of excellence in the delivery of federal, state, and regional services for our member communities."

Programming provided by Land of Sky Regional Council includes such programs as economic and community development planning, Senior Corps (RSVP, Foster Grandparent & Senior Companion Programs), Area Agency on Aging, Mountain Area Workforce Development, Waste Reduction Partners, and Mountain Mobility (transportation services). LOSRC receives funding from member governments, federal funds, state funds, and private/other funds. The Council administers over 125 grants with an annual budget in excess of \$14 million.

We are requesting \$106,771 for a 12-month grant year to support 473 volunteers to serve our region. This CNCS investment will be supplemented by \$45,924 in non-federal resources. We have chosen "Healthy Futures" as our primary focus. We anticipate 50 RSVP volunteers will provide home delivered meals to 150 home-bound, elderly and disabled individuals, 90 of these participants will report increased social times or perceived social support. Other service activities will include transportation, health education, increasing access to care, and programs targeting long-term hunger.

Strengthening Communities

-Describe the community and demonstrate that the community need(s) identified in the Primary Focus Area exists in the geographic service area:

Land of Sky Regional Council (LOSRC) serves a four-county region in the western mountains of North Carolina geographically connected by the French Broad River. This beautiful area is comprised of both rural and urban areas and is one of the most ecologically rich areas in the country. There is a strong tradition of art, music, and culture that attracts people from around the world. Hidden behind

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the facade of our mountains is a community facing increasingly high rate of poverty, limited transportation options, food insecurity, poor health and barriers to health care. Compounding this issue is an aging adult population with increasing needs for health services.

There is a demonstrated community need in the CNCS focus area of "Healthy Futures" in our region and this is why we have chosen Healthy Futures as our primary focus area for this grant. Data from the 2010-2012 Census reveals the poverty level in our region is at 15.4% with highest level in Madison County at 17.4%, in comparison to the state at 16.8% and nationally at 14.9%. Low wages are the norm in our community, with most jobs focused on the service industry, catering to tourist and part-time residents. Median household income in our region ranges from \$38,658 -- \$46,503 (by county) in comparison to the national average of \$53,046. This is compounded by the high cost of housing with the median value of a home in Buncombe County at \$191,500 in comparison to state at \$153,600, and nationally at \$181,400. Food insecurity in our region continues to remain high.

According to newly released data from Map the Meal Gap 2014, Western North Carolina rate of food insecurity is 15.3% slightly lower than the national average but an increase from 2011 figures. Child hunger is at 27.4% regionally, significantly higher than the national average of 21.6%. Our health lags behind national figures as data from the County Rankings and Roadmaps website reveals that our obesity rate ranges from 22-30% (by county). This figure is comparable with the state average of 29%. However, the Center for Disease Control ranks North Carolina as the 17th most obese state in the country. Compounding the issue of obesity are chronic conditions especially related to age such as dementia, heart disease, and osteoarthritis.

According to the 2010-2012 Census, 17.5% to 28.1% (by county) of our regions populations is age 65+, compared to the overall state figure of 14.3%. The Community Health Needs Assessment published by Mission Health in 2013 outlines our regions priority health concerns include: healthy living (physical activity, nutrition, healthy weight, and chronic condition management) along with access to care and childhood development.

-Describe how the service activities in the Primary Focus Area lead to National Performance Measure outputs/comes:

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It is with these demonstrated community needs in mind that RSVP has chosen "Healthy Futures" as our primary focus area. RSVP has developed service activities in the "Healthy Futures" focus area, in partnership with RSVP Stations, that provide effective interventions to addressing the needs and result in CNCS performance measurements outputs/comes. RSVP volunteers will ensure home-bound, disabled and older adults do not suffer from long-term hunger, social isolation, and barriers to health care by partnering with home delivered meals program and transportation services to build their capacity to serve more clients. RSVP volunteers will also address food insecurity by building the capacity of community gardens, food banks, and pantries to increase the number of individuals receiving support, services, education, and referrals to alleviate long-term hunger. RSVP volunteers will provide health education and outreach to community members to improve health habits through programs such as the Healthy Living Program and Fall Prevention Program.

RSVP will increase access to care by partnering with the Long-Term Care Ombudsman program to build their capacity to recruit additional Long-Term Care Ombudsman Volunteers. These volunteers will visit residents to provide education/outreach and assist in resolving barriers to adequate health care.

-Describe your plan and infrastructure to support data collection and ensure National Performance Measures outcomes/outputs are measured, collected and managed:

RSVP has developed the necessary infrastructure to support data collection and ensure CNCS output/comes are measured, collected and managed. The RSVP Coordinator works with the RSVP Station Supervisor to develop volunteer assignments that meet CNCS approved service activities. Together we work to develop data collection methods to capture output/come data for these assignments that the volunteers, station and RSVP can easily complete. Example include, modified time sheets that track client participation and dosage and station surveys.

RSVP trains RSVP volunteers to utilize the appropriate data collection form for their assignment and ensure it is verified by the Station Supervisor and returned to the RSVP office. Annual station surveys are developed in partnership with RSVP Stations, and are utilized to capture outcomes such as the number of Meals on Wheels clients that report increased level of social ties/perceived social support. All this information is then collated and entered into the "Volunteer Reporter" database where we can

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track volunteers, volunteer hours, and service activity, focus areas, statistics, station, and un-duplicated volunteers. Excel spreadsheets are utilized to track outputs/comes. Hard data, such as time sheets, logs, and surveys will be stored in the RSVP offices for a period of six years (grant cycles).

-Describe any activity in service to Veterans and/or military families as part of the service in Primary Focus Area, other focus area or capacity building:

RSVP will identify and track the number of clients that RSVP volunteers serve that are veterans/or military families. We will also identify and track the number of RSVP volunteers that are veterans/or military families.

Recruitment and Development

-Your plans and infrastructure to create well-developed high quality RSVP assignments with opportunities to share their experiences, abilities, and skills to improve their communities and themselves through service in their communities.

RSVP has an infrastructure in place to ensure well-developed and high quality RSVP assignments and opportunities. We seek partnerships with a variety of agencies, to meet CNCS performance measurements, and to offer a variety of assignments that best utilize the skills and interest of RSVP volunteers. RSVP stations are selected based on several criteria such as community needs, ability/willingness to report output/comes, strength of volunteer program, and volunteer assignments that align with CNCS focus areas. We prefer to work with stations that have developed assignments that are interesting and challenging for our RSVP volunteers. We provide technical support to those stations that need a little help developing these dynamic assignments.

All RSVP station supervisors are provided a personal orientation to RSVP along with a Station Handbook, which reiterates the program and its policies and procedures. During the orientation they are informed of the importance of providing quality assignments along with opportunities to learn, contribute and provide recognition. RSVP also provides technical support to stations to help improve their volunteer programs. RSVP volunteers are provided an RSVP orientation and handbook that outlines the benefits and policies and procedures of the RSVP program. During the orientation we share with the volunteer the importance of reporting to the RSVP office whenever they feel their assignment is not meeting their expectations, they feel unsafe or volunteers are utilized

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inappropriately. This allows us the opportunity to remedy the situation and offer support to improve their volunteer program. Lastly, RSVP conducts an annual RSVP volunteer Survey to gauge volunteer satisfaction with our program and their placement. This allows us to identify where we can improve and offer technical assistance to stations that need support in strengthening their volunteer programs.

-Your plan and infrastructure to ensure RSVP volunteers receive training needed to be highly effective means to address the identified community need(s).

RSVP volunteers are provided an orientation to RSVP that outlines the policies and procedures and benefits of the program. During the orientation the RSVP Coordinator will explain the community needs that RSVP addresses and why and that as a RSVP member they will be invited to further educational and training opportunity offered through the Land of Sky Regional Council and Area Agency on Aging. In addition, the volunteer orientation outlines the requirements of the RSVP stations to provide orientation, training, supervision, and recognition. This training will help them better understand the mission of the agency, the community needs they are meeting, and give them the tools, resources, and training they need to effectively complete their volunteer assignment.

After the volunteer is placed at a station, the RSVP office conducts a follow up call to ensure they have received orientation and training and offer further assistance if necessary. Lastly, every RSVP volunteer receives an annual volunteer satisfaction survey that covers this issue and helps us ensure all RSVP volunteers are receiving the training and supervision they need to be effective. The requirements for RSVP Volunteers to receive orientation, training, and supervision is clearly outlined in the RSVP Memorandum of Understanding and reiterated through the RSVP Station Handbook and also through the Station Supervisor orientation.

We are very fortunate to be able to offer additional education training and learning opportunities through our sponsor. As a planning and development agency, we provide educational workshops and symposium open to the public and volunteers on such topics as transportation, environment, economic development, housing, food security, and aging issues. Examples include Fall Prevention training, AARP Smart Drivers Course, Scam Jams, Caregiver Workshops, and Healthy Living Programs.

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-The demographics of the community served and plans to recruit a volunteer pool reflective of the demographics of the geographic communities served. These could possibly include Individuals of all races, ethnicities, sexual orientation, and degrees of English language proficiency, Veterans and military family members as RSVP volunteers, RSVP volunteers with disabilities, including individuals with age-related disabilities.

The RSVP Coordinator seeks all avenues to recruit a volunteer pool reflective of the demographics of our region. Our recruitment efforts go beyond typical senior centers and senior housing. We use a variety of recruitment avenues, most notably plans to outreach to the Veterans Administration, the Veteran Restoration Quarters, and Disability Partners to share volunteer opportunities through newsletter articles and presentations. Land of Sky Regional Council's Volunteer Services and Area Agency on Aging Departments have a long-standing relationship with both of these organizations. We provide an ADA (Americans with Disabilities) Survey on each RSVP Station to gauge the level of accessibility. If a volunteer has a disability, including age-related disabilities, we work to find a station that will be best suitable to meet the needs of the volunteer.

The Director of Aging and Volunteer Services outreaches to the Slavic community by personally visiting every new Slavic family that moves to into our region with information on aging and volunteer services. We advertise the program in places of worship, in minority newspapers (such as the Urban News), and community buildings (such as Hispanic and Slavic communities), and in center's catering to baby boomer such as the Osher Lifelong Learning Institute at the University of North Carolina at Asheville. We actively seek people with diverse backgrounds to serve on our Advisory Council. Land of Sky Regional Council hosts the LGBT Elder Advocates, a grassroots organization founded in 2011 to address the aging issues and concerns of the LGBT community of which many of our RSVP volunteers are active members.

-Your plan and infrastructure to retain and recognize RSVP volunteers.

RSVP offers a high quality volunteer program with infrastructure (policies/procedures) in place to ensure all stages of the volunteer cycle are addressed including retention and recognition. Retention is

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addressed through all stages of a volunteer's tenure. We start with a RSVP Orientation and RSVP Handbook that outlines the program so they understand our program and know what to expect. We then work with them to find the best volunteer assignment that meets their interests and skills. We follow up to ensure that their placement is successful and if they need further assistance.

We inform volunteers of current volunteer needs, through out newsletter, so that they can try something different or in addition to what they are currently doing. Lastly, we keep them motivated by informing them of the impact their working is having in the community. Most importantly we ensure there are a variety of high quality volunteer opportunities to get involved in from short to long-term commitments with partnering agencies that have a quality volunteer program that provide volunteers with the support they need to be successful. Recognition is provided year round both through the RSVP office and RSVS Stations.

The RSVP Memorandum of Understanding outlines the responsibilities of the Station to provide regular recognition to RSVP volunteers; this is repeated in the RSVP Station Handbook. We support and recognize those stations that go out of their way to appreciate their volunteers, and develop more assignments at those stations. Our RSVP office recognizes RSVP Volunteers every chance we get. Annually, we survey RSVP Volunteers to ask what they would like as recognition and we do our best to meet those requests. Currently we provide recognition through educational opportunities such as the AARP Smart Drivers Class and Healthy Living Programs. We also provide complimentary theater & movie tickets. We feature RSVP volunteers in our newsletter and in newspapers, radio, and other media. Each volunteer receives a personalized birthday card. The Land of Sky Regional Council's Kathleen Godwin Cole award formally recognizing volunteers that have made a major contribution to our Region. Nominees are honored and recognized at our Land of Sky Regional Council executive committee made up of elected officials from across the Region.

Program Management

-The plans and infrastructure to ensure management of volunteer stations in compliance with RSVP program regulations (such as preventing or identifying prohibited activities).

RSVP has created a local policies and procedures manual to ensure that all RSVP program regulations and complaisance are followed this includes RSVP stations. All RSVP stations are provided a personal orientation to the program that explains in detail the prohibited activities for volunteers and

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stations such as discrimination. These policies are also outlined in the RSVP Memorandum of Understanding (MOU) and RSVP Station Handbook. Each RSVP Station completes an ADA and Safety Survey to ensure the safety of volunteers and measure their level of accessibility for disabled individuals. The ADA Survey is updated every three years with the MOU and the safety survey is updated annually.

Volunteer assignments are developed in conjunction with the Station Supervisor to ensure they meet RSVP regulations and are of high quality. Turnover of RSVP Station Supervisors is handled by an additional station orientation. In addition, volunteers receive an orientation to RSVP along with a RSVP Handbook that outlines the prohibited activities of RSVP Stations and Volunteers. Through this educational process, we encouraged RSVP volunteers to contact the RSVP office if they feel that the station is not providing adequate support to the volunteers such as in appropriate assignments or unsafe conditions. They understand that we can provide technical support to these agencies to help improve their volunteer programs

-The plans and infrastructure to develop and/or oversee volunteer stations to ensure that volunteers are performing their assigned service activities.

RSVP works with our RSVP stations to develop volunteer job descriptions, which meet the CNCS performance measurements, and are reviewed annually. Opportunities that do not fall into the CNCS measure are captured under community measures so that RSVP volunteers that start out in a performance measure assignment and decide they want to stay at that station but prefer another opportunity will have that option. Volunteer placements are tracked through RSVP time sheets that outline volunteer service activity, and hours. For time sheets that are modified to track performance outputs, we are able to review and ensure that volunteers are performing their service activity. Our annual Volunteer Update Survey also asks volunteers to update their volunteer placements to keep us aware of any changes to their service activities.

-The plans and infrastructure to meet changing community needs, to include minimizing disruption to current volunteers as applicable and/or graduating stations as necessary.

We develop and manage volunteer stations and volunteer assignments that address specified

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community needs and that provide meaningful placements for the volunteers. As a check and balance system, we continually gather research into current community needs through reports provided by organization such as the United Way, Manna Food Bank, and Housing Coalition. This research is used to improve our work plans to ensure that we continue to meet changing community needs.

We are very fortunate that the volunteer stations that we work with are committed to meeting these needs. Often, stations bring upcoming changes/trends to our attention. Our Volunteer Services Advisory Council also helps us stay current on community needs. Volunteer stations that do not meet community needs, CNCS performance measurements, agencies priorities, or do not have high quality volunteer programs, have been slowly graduated in the past year to minimize disruption to current volunteers. We have made every effort to bring these issues up with the station to give them the opportunity and time to make changes to assist us with meeting these needs. RSVP volunteers have been informed of the upcoming changes over the past year through the RSVP newsletter. We have developed a Station Graduation letter for all affected volunteers explaining the changes and encouraging them to continue their great work and that they will remain on our mailing list for one year.

RSVP has worked diligently to address the service gap in our community that has been created by these new changes. We have done this through the creation of a Capacity Building Volunteer Team that will continue to assist non-profits in our community by recruiting community volunteers and providing personalized volunteer placement assistance to older adults through our local area volunteer centers such as Hands On Asheville-Buncombe. It is important to us that this personalized service continues for all non-profits in our community so that older adults who are not tech savvy enough to navigate our local virtual volunteer centers can still have assistance in finding opportunities to keep them active.

-Evidence of an organizational track record in managing volunteers in the Primary Focus Area, to include, if applicable, measuring performance in the Primary Focus Area.

Land of Sky Regional Council has sponsored older adult volunteer programs since 1985, administered all three of the CNCS Senior Corps Programs for the last two decades, has successfully completed five

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Programs of National Significance grants, and remains in good compliance with all federal guidelines.

For over two decades, our Council has given priority to volunteer programs due to the wealth of community assets among our older adult population. The Council decided years ago to develop programs by and for older adults. The Retired and Senior Volunteer Program, the Senior Companion Program, the Foster Grandparent Program, the Senior Community Service Employment Program, and an innovative Waste Reduction Partners Program which utilizes 30 retired engineers and scientists, helped meet this goal. The Council was also a successful grantee in VISTA (literacy and aging) for six years.

The NC CNCS state office has used our RSVP impact programming systems as an example for other projects in the state. Our RSVP Program has consistently met or exceeded all targets and goals for impact-based programming. We have a proven record of successfully managing not only Senior Corps grants but also other federal grants. In our primary focus area, 58 RSVP volunteers provided 1202 meal to home-bound, elderly and disabled individuals in FY14 helping them to successfully age in place. Twenty-one RSVP volunteers provided transportation services with over 600 hours of service activity.

-Plans and infrastructure to ensure the project is in compliance with RSVP federal regulations to include establishing an Advisory Council, ensuring volunteers are placed in stations that have signed the required MOU, and ensuring all volunteers are eligible to serve in RSVP.

Land of Sky Regional Council has administered the RSVP grant for two decades. In that time we have established proven policies and procedures to effectively management the program to meet federal regulations. Our Advisory Council oversees the work of the RSVP, Foster Grandparent Program, and Senior Companion Program. It is supported by several working committees whose goal it is to assist with recruitment, recognition, policies, station & volunteer support, surveys, sustainability and mock compliance monitoring and volunteer appeals. We use the Volunteer Reporter database and an efficient and organized filing system to ensure that our program complies with federal regulations. Quarterly, reports are generated to check that all MOUs and Safety Surveys are up to date. RSVP Volunteer files include a Volunteer Checklist that ensures the programmatic regulations are followed such as checking that a volunteer is eligible to volunteer, start date, signature and volunteer assignment. Volunteer Service staff has a detailed annual planning calendar that gives us

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visual timelines for when things are due. Finally, our Advisory Council, as well as Volunteer Services staff, holds mock monitoring visits each year using the most recent compliance measurement tool to ensure that each program is in compliance and that nothing is overlooked or missed.

Organizational Capability

-Your plan and infrastructure to provide sound programmatic and fiscal oversight (both financial and in-kind) and day-to-day operational support to ensure compliance with RSVP Program requirements (statutes, regulations, and applicable OMB circulars) and to ensure accountability and efficient and effective use of available resources.

Land of Sky Regional Council has administered the RSVP grant for two decades. In that time we have established proven policies and procedures to effectively manage the program to meet federal regulations. A Policy and Procedure manual has been created to administer the grant locally to ensure the program meets all programmatic and fiscal oversight and ensures consistency. The Director of Finance and Administration oversees the financial management systems, which includes an independent audit each year. Accounting procedures are structured to maximize internal controls for all functions and are subject to Single Audit Compliance. Annual audits are conducted according to all State and Federal requirements with no audit findings or issues of non-compliance.

Peggy Barnes, CPA, has been Finance Officer for Land of Sky Regional Council since 2002 with additional experience in public education for a total of 15 years of governmental accounting experience. She successfully manages the financial aspects of over 125 grants with a total budget of over \$14 million. She is full-time and responsible for all of the financial reporting and budgeting and supervises 2.5 FTE staff (2 Accounting Technicians and .5 Accounting Assistant) with a combined total of 76 years of accounting experience, 38 years of which have been at LOSRC.

In regards to In-Kind documentation, the RSVP Coordinator mails in-kind forms quarterly to the volunteer stations and other contributions obtained to support RSVP. These are verified by the RSVP Coordinator to ensure proper signatures, dates, appropriateness of donation/amount, documentation, etc. It is then forwarded to the Finance Director. The Finance Director reviews the forms and asks for further documentation if necessary. It is then forwarded to an accounting assistant to enter into an excel spreadsheet for tracking purposes this spreadsheet is reviewed quarterly by the Finance Director and RSVP Coordinator to ensure that in-kind goals are reached.

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-Clearly define staff positions, identification of current staff assigned to the project and how these positions will ensure the accomplishment of the program objectives.

The key staff involved in program management of RSVP includes the Director of Aging and Volunteer Services at 8.5%, RSVP Lead Coordinators who is full time, Volunteer Services Program Specialist at 30%, and one administrative support personnel who works 20% in RSVP.

The Aging and Volunteer Services Director represents the program on committees in the community and staffs the Advisory Council. LeeAnne Tucker has been in the position since 2003 and has been involved in volunteer programs at LOSRC since 2000. Her previous positions were RSVP Coordinator and Foster Grandparent Program Manager. She has a strong background in volunteer program management and a Master's Degree in Public Affairs. Her MPA graduate studies were concentrated in business management. She has training and experience in grant writing, program development, and supervision.

The RSVP Coordinator administers the grants, seeks and develops new funding, prepares all grant renewals, progress reports and other reports, directs program evaluation and performance measures, does program development and planning. She also manages the day-to-day functions of the grant including recruitment, orientation, recognition and retention. Data management including time-sheets and performance measures, verifies in-kind, develops and manages volunteer stations, is a liaison with the community and participates on the Advisory Council.

Patti Cameron has held this position for 10 years. She has a Bachelors of Arts in Comparative Development Studies and International Politics from Trent University. She also holds her certificate in Volunteer Resources Management from the National Offices of the Canadian Red Cross. She has over 20 years of experience in non-profit management where she has developed skills in supervision, volunteer resource management, marketing, and grant administration. Previous work experience includes Fund Development Assistant for Cabarrus County Hospice, Independent Living Volunteer Coordinator - Toronto Red Cross, and Campus Chapters Coordinator for Habitat for Humanity International. Her previous expertise aligns with the focus areas of the CNCS performance measures.

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The Volunteer Program Specialist is a new position created to assist with communications, recruitment, events, data collection, and garnering in-kind donations. John Connell started in this position in September of 2014, splitting his time between his current position at the Land of Sky Regional Council as our Senior Community Service Employment Program (SCSEP) Coordinator (20/hrs/wk) and RSVP (12hrs/wk). John has a Bachelors of Science in Political Science and Planning from Appalachian State University with further training from the UNC Chapel Hill- School of Government. John joined Land of Sky Regional Council in 2005 as our Housing Specialist and in 2013 became the Senior Community Service Employment Program (SCSEP) Coordinator. John has over 20 years of experience administrating federal and state grants. Prior experience includes working as an Environmental Technician for the NC Department of Environment and Natural Resources, Rehabilitation Specialist at Mountain Housing Opportunities, Community Development Specialist at the Boone Housing Authority, and Regional Planner at the High Country Council of Governments. His previous expertise aligns with the focus areas of the CNCS performance measures.

Our administrative support personnel Janice Payne assist with data entry and administrative support and has over 30 years of experience working in this field.

-Demonstrates organizational capacity to: Develop and implement internal policies and operation procedures to provide governance and manage risk, such as accounting, personnel management and purchasing. Manage Capital assets such as facilities, equipment and supplies.

In 2006, our sponsor added a new agency position, Director of Marketing and Administration. Danna Harrell-Stansbury holds this position at LOSRC. Her responsibilities at LOSRC include fund development, marketing, human resources, administration and facility management. Danna maintains the agencies Operation Manual and Employee Handbook that provides governance to our agency as a whole, personnel management and purchasing. She recently contracted a consulting firm to perform an internal performance audit for LOSRC that outlined successes and places of improvement. In 2012, she also conducted a comparative pay plan audit to ensure job description and compensation was comparable to similar positions throughout the community. All staff positions have a well-developed job description, policies for pay increases, annual evaluations of job performance, benefit packages, paid holiday, vacation and sick leave, and more all guided by the LOSRC personnel policies manual.

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LOSRC's indirect budget assures the project has adequate facilities, equipment, and supplies. It provides office space for all personnel; supplies for routine program functions; a shared support staff pool; technology upgrades, including improvements in the phone system, internet access and bandwidth, email and network technology. Personnel management support is provided through the Finance and Administrative Offices with oversight from the Director. Purchases over \$25 must be pre-approved through a purchase order process. Accounting procedures are structured to maximize internal controls for all functions and are subject to Single Audit Compliance. Annual audits are conducted according to all State and Federal requirements with no audit findings or issues of non-compliance.

-Demonstrates organizational infrastructure in areas of robust financial management capacity and systems and experience in managing federal grants.

Land of Sky Regional Council is a multi-county, local government planning and development organization and receives funding from member governments, federal funds, state funds, and private/other funds. The FY14 budget is \$14,303,582 with over a hundred twenty grants it administers and oversees. LOSRC is also responsible for management, disbursement, and monitoring of Home and Community Care Block Grants (HCCBG) through our Area Agency on Aging. A board comprised of local elected officials, economic development professionals, and key regional stakeholders provides oversight and approves the budget annually. The Council employs an Executive Director and professional staff to carry out the day-to-day operations of the agency. The Director of Finance and Administration oversees the financial management systems, which includes an independent audit each year. Accounting procedures are structured to maximize internal controls for all functions and are subject to Single Audit Compliance. Annual audits are conducted according to all State and Federal requirements with no audit findings or issues of non-compliance. Peggy Barnes, CPA, has been Finance Officer for Land-of-Sky Regional Council for seven years with additional experience in public education for a total of 15 years of governmental accounting experience. She successfully manages the financial aspects of over 125 grants with a total budget of over \$14 million. She is full-time and responsible for all of the financial reporting and budgeting and supervises 2.5 FTE staff (2 Accounting Technicians and .5 Accounting Assistant) with a combined total of 76 years of accounting experience, 38 years of which have been at LOSRC. LOSRC has a proven record of successfully meeting all

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financial regulations for federal, state and local grants.

Land-of-Sky Regional Council has sponsored older adult volunteer programs since 1985. We have successfully managed Senior Corp programs for two decades, and has successfully completed six Programs of National Significance (PNS) grants, and remains in good compliance with all federal guidelines.

Other

N/A

PNS Amendment (if applicable)

N/A