



The **Southern Arizona Compassion Initiative** is a partnership between United Way of Tucson, Pima Council on Aging, PRO Neighborhoods, Interfaith Community Services (formerly Northwest Interfaith Services) and the Multicultural Leadership Development Program.

**Please submit ONLY ONE COPY
OF THE GRANT APPLICATION**

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**All grant applications must be received at United Way by 3:00 p.m.
Arizona Standard Time Friday, July 29, 2005**

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Applications may be hand delivered or mailed to
United Way of Tucson and Southern Arizona
330 North Commerce Park Loop
Catalina Building Second Floor
Tucson, AZ 85745

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You will receive an email or letter (if no email is available) confirming that we received your application(s). If you do not receive an email or letter, we did not receive your application(s). It is your responsibility to make sure that the application is turned in on time to the correct location.

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Grant awards will be announced Monday, October 17, 2005

There is no appeals process. Organizations and associations that do not receive funding will be notified in writing of this determination and debriefed on the reasons for the decision. Technical assistance will be provided where needed to help unsuccessful applicants correct proposal deficiencies for future use. All proposals will be reviewed and evaluated by the United Way Supporting Seniors Impact Council.

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For questions contact
Sharon Gartner
Director, Supporting Seniors
(520) 903-9000 extension 420
sgartner@unitedwaytucson.org



The Southern Arizona Compassion Initiative is a partnership between United Way of Tucson, Pima Council on Aging, PRO Neighborhoods, Interfaith Community Services (formerly Northwest Interfaith Services) and the Multicultural Leadership Development Program.

Grant Application

Please type appropriate responses in 12 size font. Proposals that are not typed are ineligible for review. If you use a separate sheet of paper, please number and retype the question along with your response and attach to application. In addition, please number the bottom of each page, i.e. "page 2 of 12". Do not include videotapes, booklets or brochures.

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I. Eligibility

1. Applicant organization **provides** services for Pima County senior citizens:
 Yes No
2. Applicant is a **for-profit** entity
 Yes No
2. a. What is the title of your Project? **Eastside Neighbors Volunteer Program Outreach Expansion to Rita Ranch, and Intergenerational Volunteer Services Development for Seniors in Eastside Daycare/Preschools.**
- b. Are you applying for funding for any other projects under this federal program?
 Yes No
- c. If you answered "yes" to b. above, **list the other projects' names** and indicate which project is your organization's **priority. N/A**
4. Which of the following community needs for senior citizens will be addressed **with this funding?** (please check **all that apply**) Informational Sheets for these areas have been included as Attachment C, D, E, F, G, and H.
 - Elder abuse prevention and intervention
 - Information and referral (Ambassador Programs)
 - Lifelong learning
 - Oral health
 - Senior volunteering
 - Support for informal, unpaid caregivers of the elderly*
 - Transportation*
 - Volunteering that helps seniors*

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5. Applicant **has applied for and directly** received federal funding **for senior services** in the last five years – **excluding** grants awarded under **this** program (Southern Arizona Compassion Initiative/Compassion Capital Fund):
Yes No
6. Applicant **has attended** one Pre-Proposal Training Workshop (between 7/6/05 and 7/26/05)
XXYes – provide date(s) of attendance: **PCOA, July 18** No
7. Type of *Non-Construction* Grant Funding Requested:
 Neighbors Care or Ambassador Program Grant Proposal
(up to \$1,500 per site)
XX All other Capacity Building Grant Proposals (\$500 up to \$20,000)
8. Amount of Funding Requested: \$ **19,100**
9. Name of Applicant Organization: **Eastside Neighbors Volunteer Program. Inc**
10. Name of individual preparing this grant application: **Alex Dely, ENVP President**
11. Address of **xx**Organization or Leader
8302 E. Broadway Blvd, Tucson, AZ 85710
12. Phone Number of **xx**Organization or Leader
520-245-4729
13. Fax Number of **xx**Organization or Leader
520-298-0168
14. Email address of **xx**Organization or Leader
Envp5scc@yahoo.com , dely@ttthg.com
15. Number of paid staff employed by the organization or association:
3 Part Time on stipends (\$ 8,000, 4,000 and \$ 4,000 respectively)

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16. Number of volunteers utilized directly by the organization or association:

**175 of which: 106 for Transportation/Housecleaning/Yard Work/Meal Preparation
21 for Home Assessments/Home Repairs
48 for Friendly Visits/Calls Only**

17. Did you receive a grant award from this program (Southern Arizona Compassion Initiative/Compassion Capital Fund) **last year (January – December 2005)?**
xx Yes No

If YES, please state the Title of the Project(s).

Eastside Seniors Transportation and Home Repair Enhancement Program (\$ 17,490).

18. Did you receive a grant award from this program (Southern Arizona Compassion Initiative/Compassion Capital Fund) the **prior year (May – December 2004)?**
xx Yes No

If YES, please state the Title of the Project(s).

Eastside Volunteer Caregiver Program (setup of Neighbors Care Alliance unit in Eastside Tucson, \$ 9,000)

19. Signatures

At least three signatures are required

The individual who prepared this Grant Proposal is required to sign below.

If the applicant is a **single** organization, **three** members of the organization must sign below **including** the person who prepared this proposal.

If the applicant is a **partnership or collaboration**, a Letter of Commitment **is required** from **each** collaborating group outlining the contributing activities or services that will be performed in this project. Each group that submits a Letter of Commitment is **required** to sign the Grant Proposal below. (You may use additional paper if you need to.)

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I certify that the information provided in this application is true and accurate to the best of my knowledge:

Name: Alex Dely _____ Title: **President** _____

Organization: **Eastside Neighbors Volunteer Program, Inc** _____

Signature: _____ Date: _____

Name: John Miller _____ Title: **Vice President** _____

Organization: **Eastside Neighbors Volunteer Program, Inc** _____

Signature: _____ Date: _____

Name: Paul Marsh _____ Title **Board Member** _____

Organization: **Eastside Neighbors Volunteer Program, Inc** _____

Signature: _____ Date: _____

Name: _____ **Title:** _____

Organization: _____

Signature: _____ Date: _____

This grant Proposal has been prepared by:

Name: Alex Dely _____ Title: **President** _____

Organization: **Eastside Neighbors Volunteer Program, Inc** _____

Signature: _____ Date: _____

Reviewers will award a maximum of 25 points for this proposal.

II. Organizational Profile
Three Points available out of 25 total

20. Please **briefly** describe your:

- a. Organizational history (including how long your organization has been in existence)

1
point

Our Eastside Neighbors Volunteer Program, Inc (ENVP) was born at a meeting with Jim Murphy of the Pima Council on Aging in Fall 2003, after Jim wrote an article on his Neighbors Care Alliance concept in the PCOA newsletter. Several Eastside Tucson church/community leaders had by then surveyed their constituencies and identified serious/growing needs of seniors desiring to remain in their homes with dignity but having difficulty arranging transportation to medical appointments, household chores, meal preparation, yard work, home repairs, etc. While some of these needs were beginning to be addressed internally and by the Northwest Interfaith Center, it was clear that a rapidly growing Tucson Eastside needed its own focused program anchored in the 85710/85711/85715 zip code areas.

By year-end 2003 John Miller (22nd Street Baptist Church) and Alex Dely (Saguaro Christian Church) hosted an “opene house” at Saguaro Christian Church announcing formation of the Eastside Volunteer Caregiver Program, to which more than 50 churches and neighborhood associations were invited. Councilwoman Carol West and 35 others representing 11 faith communities and 5 neighborhood associations attended and agreed to carry out a 2 page Needs Survey/Volunteer Survey in their respective constituencies.

Having clearly validated the substantial needs of Seniors in the 85710/85711/85715 zip code areas, 5 Faith Communities and 3 Neighborhood Associations started recruiting volunteers and clients in

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January 2004. By June 2004 the program expansion was such that the need for a permanent incorporated non-profit organization was clear. ENVP, Inc incorporation process in Arizona was completed in August 2004. At year-end 2004, when ENVP received its 2004 Compassion Grant, it had grown to 9 constituencies (6 faith communities and 3 neighborhood associations) with combined membership of about 5,300 Families.

As of July 25, 2005, ENVP has grown by another 50% to represent 14 constituencies, of which 10 Faith Communities and 4 Neighborhood Associations:

- 22nd Street Baptist Church
- East Tucson Baptist Church
- Our Mother of Sorrows Catholic Church
- Saguaro Christian Church
- St. Matthews Episcopal Church
- New Life (formerly Spanish Trail) Lutheran Church
- Fountain of Life Lutheran Church
- Immanuel Presybyterian Church
- Pantano Christian Church
- Christ Community Church

- Broadway NE Neighborhood Association
- South Harrison Neighborhood Association
- Terra del Sol Neighborhood Association
- Kenyon/ Millett Neighborhood Association

with combined membership of 11,000 Families.

With a rapidly expanding list of Volunteers form the fast growing Rita Ranch and a booming population on the Tucson Southeast Side with “ boomer” families nearing retirement age, who will need our services soon, we hope this year’s Compassion Grant cycle will allow us to pro-actively plan for expansion into Southeast Tucson.

As of July 2005, we routinely serve 100 Seniors monthly with frequent transportation, meal preparation, housecleaning, home repairs, etc with a Volunteer base of about 175.

- b. Structure (how you are organized) Describe your board, advisory council or governing body. Who comprises this group? How are they recruited to serve? How often do they meet? What is their function (are they a decision-making group)? Describe how their composition reflects the **diversity** of the population you serve or wish to serve.

ENVP is an incorporated non-profit with 501c3 tax exempt status applied for. The Board of Directors consists of the ENVP President (Alex Dely) and Vice President and Program Coordinator (John Miller), as well as a Local Coordinator from each of the faith communities and neighborhood associations (not mandatory, but highly encouraged):

- **22nd Street Baptist Church: John Miller**
- **East Tucson Baptist Church: John Anderson**
- **Our Mother of Sorrows Catholic Church: Grace Schnakenberg**
- **Saguaro Christian Church: Alex Dely**
- **New Life Lutheran Church: Marilyn Stoekig**
- **Fountain of Life Lutheran Church: Nancy Dowling**
- **Pantano Christian Church: Becki kern**
- **Christ Community Church: Buddy Mizelle**
- **Immanuel Presbyterian Church: Laurie Snodgrass**
- **St. Matthews Episcopal Church: Roberta Nielsen**

- **Broadway NE Neighborhood Association: Delores Fife**
- **Terra del Sol Neighborhood Association: Claire Weeks**
- **South Harrison Neighborhood Association: Ruth Blanchard**
- **Kenyon/Millett Neighborhood Association: Paul Marsh**

NOTE: Additional serious cooperation discussions are in progress and are expected to be finalized in second half of 2005:

- **Rita Ranch Neighborhood Association**
- **Rincon east Mobile Home Park**
- **Christ the King Lutheran Church**
- **Beginnings Church**
- **Calvary Chapel East**
- **El Camino Baptist Church**

Each of the Local Coordinators listed above serves in some official outreach/missions function in their organization, and serves with the authorization of their organization's elected leadership.

Formal meetings of the Local Coordinators take place monthly (usually on 4th Thursdays), while a smaller Board Executive Committee, consisting of Alex Dely, John Miller, Gladys Miller and Paul Marsh (with PCOA Mentor Leslie Hunten, Ex Officio) meeting at least once monthly (usually on 4th Tuesdays). Meetings usually take place at the Saguaro Christian Church Conference Room (where ENVP is headquartered).

As can be noted above, 9 of 14 ENVP Board leaders (65%) are Female, mirroring very closely our Client and Volunteer distribution, as well as the membership of our 14 constituencies. All but 1 Board member is age 55 or over. Ethnically speaking, our 14 constituencies are well over 90% Caucasian, though we are making every effort to assure our Board and Volunteers participate in all offered PCOA/etc trainings in multicultural services delivery and cultural sensitivity.

c. Mission of the organization

Our 2005-2006 Mission and Vision is as follows:

“To serve Seniors in East and South-East Tucson with the following services designed to allow them to remain in their homes with a high quality and dignity of life:

- 1) Safe/reliable transportation to medical appointments, family, necessary shopping, faith services and other necessary errands**
- 2) Assistance with housework and meal preparation**
- 3) Regular friendly visits/phone calls**
- 4) Identification of systemic home repair needs (electrical, plumbing, roofing, HVAC, etc) and assistance with some of these lighter repairs**
- 5) Use of our Volunteer Network to monitor for signs of Elder Abuse or neglect**
- 6) Volunteer opportunity (reading/storytelling/etc) to each of our Senior Clients at a Daycare or Preschool.”**

d. Current Developmental Status (please check **one)**

- Grassroots (mostly volunteer driven, no formal affiliation, newly formed, little or moderate financial base)
- Intermediate (some experience in running programs, some experience with grants and/or fundraising)
- xx** Developed (paid staff, experience with grants and/or fundraising)

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- e. As of this date, are you a tax exempt organization? Yes No

NOTE: 501c3 Tax Exempt Status has ben applied for, but official IRS Letter not yet received.

- f. Finance, bookkeeping, accounting and management information systems, **and** your current staffing capacity to manage funds.

In January 2005, the newly incorporated ENVP, Inc, migrated from having Separate accounts within the Saguaro Christian Church computerized accounting system, to its own set of accounts at Bank of America in the ENVP corporate name.

However the checks-and-balances of the previous SCC system have been Maintained:

- a) **ENVP Volunteers submit their monthly services logs to ENVP Coordinator John Miller for validation, compilation, and generation of a Request for Payment. ENVP President (or a designated delegate in his absence) writes the reimbursement check and is 1 of 2 required signatures, with the other signature usually that of Board Member Paul Marsh**
- b) **Similarly, requests for Supplies/etc of more than \$ 50 are cleared by the Program Coordinator with a member of the Executive Committee, and are reimbursed with double-signed ENVP check only after a validated receipt is submitted.**
- c) **Finally, all monthly stipend payments are made with double-signed ENVP checks, with Alex Dely and/or Paul Marsh of the Executive Committee as one of the 2 co-signers.**
- d) **Presently all accounts are maintained on an MS Excel spreadsheet but a Quickbooks version is being developed**

ENVP continues to have access if needed to Saguaro Christian Church's Finance Ministry Team for advice, consisting of 5 lay members with financial backgrounds.

1
point

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- g. Knowledge and skill of the staff and/or volunteers who will be implementing this program. If funding is requested for salaries or stipends, resumes and/or job descriptions must be attached.

The ENVP Program presently utilizes 3 distinct groups of Volunteers:

- 1) **A core of 106 PCOA-trained Volunteers focused heavily on TRANSPORTATION and to somewhat lesser degree on meal preparation, light housekeeping, yard work, etc. This is the VITAL DAY-TO-DAY ESSENCE of ENVP's contribution to the Tucson Eastside and is managed by ENVP Program and Transportation Coordinator John Miller (made possible by a 2004 Compassion Grant Stipend award of \$5,000).**

NOTE: Each of these Volunteers and each of our 100 regular ENVP Senior Clients has gone through an intensive 1 hour Interview with John Miller based on their original 3 page written Volunteer or Client Application Form

- 2) **A core of 21 ACPA-trained Volunteers focused heavily on HOME ASSESSMENT and MINOR HOME REPAIR needs. This rapidly expanding program is managed by Home Assessment Coordinator Tres English (made possible by a 2004 Compassion Grant Stipend award of \$ 4,000). This program is expected to QUADRUPLE in size with new funding from County CDBG and expansion into a "Teaching and Helping" program with 4 additional Pima County schools and the Southern Arizona Home Builders Association.**
- 3) **A core of 48 lay Elders/Deacons in the various ENVP faith communities focused on FRIENDLY VISITS/FRIENDLY PHONE CALLS.**

Very detailed computerized databases of Client Needs, Volunteer Capabilities/Availabilities and ENVP Home Assessment Reports, are maintained by the ENVP Volunteer Coordinator (made possible by a 2004 Compassion Grant Stipend award of \$ 4,000).

FOR 2005-2006 WE ENVISION THE NEED FOR 1 ADDITIONAL PART TIME STAFF MEMBER, IE AN OUTREACH COORDINATOR.

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THIS PERSON WILL COVER THE SIGNIFICANT INCREASE IN RECRUITMENT/INTERVIEWING/DAY-TO-DAY COMMUNICATIONS WITH NEW VOLUNTEERS, CLIENTS AND PROGRAM DONORS, RESULTING FROM THE 50% GROWTH IN ENVP CONSTITUENCIES (TO 14, WITH DIRECT MEMBERSHIP OF 11,000 FAMILIES), AND LIKELY FURTHER GROWTH IN THE SECOND HALF OF 2005 AND SUGGESTED EXPANSION OF THE PROGRAM IN 2006 TO THE RITA RANCH AREA IN SOUTHEAST TUCSON, WHICH COULD YIELD ANOTHER 100% INCREASE IN PROGRAM ACTIVITY.

For the 2006 Program Year we seek a \$ 7,500 Stipend for the Outreach Coordinator, and the Job Description for this new Position is attached as well as Resume for candidate Gladys Miller.

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III. Nature of the Project to be Funded and its Outcomes **Sixteen Points available out of 25 total**

21. Please describe the **service area** and **population** you wish to serve: (*congregation, tribal members, homeowner's association, club, neighborhood, city, county*).

Please make a realistic estimate of the number of **unduplicated**:

- a. seniors to receive services
- b. seniors to be recruited and trained as volunteers, mentors, tutors, etc.,
- c. unpaid, informal (family) caregivers of the elderly to be assisted
- d. non-senior volunteers you will recruit and train to serve senior citizens

The ENVP Target Population for the 2005-2006 Timeframe are all Seniors In the 85710/85711/85715 Zip Code Areas and the Rita Ranch and Southeast Side of Tucson, presently residing in their own homes and seeking to maintain independent living with high quality of life and dignity.

A) SENIORS TO BE SERVED: Our ENVP Program has 2 Components:

- 1) **DIRECT: the membership of our 10 Constituencies active in ENVP in first half of 2005 represented approximately 6,000 Families (20,000 people).**

Throughout July 2005, 4 new Constituencies joined ENVP Allowing our program to reach approximately 11,000 Families (40,000 people)

Ten of our 14 Constituencies are Faith Communities, and Their DEMOGRAPHIC BREAKDOWN mirrors that of Saguaro Christian Church, ie:

- Below Age 50: 32%
- Age 51-65: 20%
- Age 66-79: 35%
- Age 80 and up: 18%

This indicates AT LEAST 20,000 IMMEDIATE FAMILY MEMBERS in our core constituencies are 66 years or older, and are in need, or soon could be in need, of ENVP services.

If we are able to implement our suggested Rita Ranch expansion under this Grant, an additional nearly 100,000 people can be reached, initially mostly as Volunteers, but as the residents age, as Clients as well.

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Throughout first half of 2005, ENVP has served an **UNDUPLICATED NUMBER** of 99 SENIORS, nearly all **With MULTIPLE SERVICES**, monthly (or more frequent) Transportation, housecleaning, meal preparation, home assessment, home repairs, etc. An additional 11 Eastside residents received additional Home Assessment Services.

With the rapid expansion of the ENVP Home Assessment Program, and the growth in ENVP Constituencies and Expansion into Rita ranch/Southeast Tucson, we expect **The UNDUPLICATED NUMBER OF SENIORS DIRECTLY SERVED BY YEAR-END 2006 TO TRIPLE TO AT LEAST 300.**

NOTE: This does NOT include the estimated 750 informal friendly calls/etc made by faith community elder/ deacons monthly as a result of our program.

- 2) INDIRECT: ENVP services are open to all Seniors on the Tucson East and Southeast sides. Data from office of Carol West (Ward II) indicates our service area covers approximately 200,000 residents, of which at least 1/3 or nearly 65,000 are age 50 or over.**

B/D) SENIORS TO BE RECRUITED AS VOLUNTEERS:

As of end-June 2005, ENVP had 128 Senior Volunteers (out of a total of 175), ie roughly 1 Senior Volunteer per Client, and roughly 1 Volunteer per 45 Families.

We anticipate this number will DOUBLE by year-end 2005 as the large new constituencies of Pantano Christian Church, Christ Community Church, etc fully develop.

If this grant is approved, and we can systematically build out a presence in Rita ranch and Southeast Tucson, we expect this number of Senior Volunteers to TRIPLE to NEARLY 400 DIRECT SERVICE Volunteers.

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B) UNPAID CAREGIVERS TO BE ASSISTED: ENVP surveys indicate that nearly every Senior Client we serve has at least 1 unpaid family or volunteer caregiver supporting them. As such we serve AT LEAST 100 UNPAID CAREGIVERS in a typical month DIRECTLY as of end June 2005. We expect this to TRIPLE by year end 2006 if this Grant is approved.

In addition, a Saguaro Christian Church Demographic Analysis in 2004 indicates that 12% of the membership (ie 48 Families) reported providing a total of 140 hours/week in care to a Senior relative. Extrapolating that to our 11,000 Family membership in our 14 Constituencies, we expect Their members to provide more than 1.6 Million Hours of Care to an elderly relative throughout 2006. many of these Families indicate they do NOT YET need ENVP services, but EXPECT to in the midterm future, and they are glad a system is being put in place.

22. What **need** in your target population will be addressed in this project? How did you identify that there is a need for the proposed service? **(one point)**

The need for our ENVP Services continues to be established through the following 4 mechanisms:

- 1) detailed 2 page PCOA-developed Needs Survey distributed on a regular basis to the membership of the member faith communities and neighborhood associations**
- 2) database of identified needs from 2 page Client intake forms each Client completes and follow-up 1 hour interview with Program Coordinator John Miller**
- 3) referrals from Interfaith Community Services, PCOA, Pima County Health Department, doctor's offices, church pastors, etc**
- 4) phone calls after articles on ENVP in Arizona Daily Star and Tucson Citizen**

In Quarter 2, 2005, a total of 1,300 Services were provided, and extrapolating based on our 2005 Membership growth, we expect that to DOUBLE to 2,600 SERVICES PER QUARTER by Year-End 2005, and if this Grant is approved, TRIPLE to 3,900 SERVICES PER QUARTER by Year-End 2006.

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A recent analysis of our Client Service Requests indicates the following needs breakdown:

- **Transportation: 55%**
- **Home Help (assessment, minor repair, housekeeping, yard work, etc): 16%**
- **Friendly Visits: 30%**

A CRITICAL NEED REMAINS the availability of TRANSPORTATION TO MEDICAL APPOINTMENTS on WEEKDAY MORNINGS. AS WE EXPAND OUR SERVICE AREA TO SOUTHEAST TUCSON, WITH A PRESENTLY YOUNGER POPULATION BASE, WE HOPE TO RECRUIT MORE VOLUNTEERS ABLE TO DRIVE DURING WEEKDAYS, A PROCESS FACILITATED BY THE NEWLY REQUESTED OUTREACH COORDINATOR.

The 2 MAIN FOCUS AREAS for this 2006 Grant Request are:

- **Expansion of services to Rota Ranch and Southeast Tucson, with special emphasis on recruitment of more TRANSPORTATION VOLUNTEERS, using the NEW OUTREACH COORDINATOR**
- **Improved quality of life and lifelong learning opportunities by Inviting each of our planned 300 Senior Clients in 2006 to Interact with children at Daycare and Preschools located at our faith community member facilities.**

NOTE: Our 2004 Grant funded Home Assessment Program is growing rapidly on its own merits, and the "Teaching and helping" expanded version thereof (expanded to 5 participating schools training students to carry out home audits under supervisions of licensed contractors) awarded a \$ 32,000 County CDBG grant.

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23. **How** will you address this need? (**What** do you propose to do and **who** will do it?)
(two points)

1) EXPANSION INTO SOUTHEAST TUCSON AND INCREASED RECRUITMENT OF TRANSPORTATION VOLUNTEERS.

- **The NEW OUTREACH COORDINATOR will lead an AGGRESSIVE EXPANSION of recruitment of 80 ADDITIONAL MORNING VOLUNTEER DRIVERS by systematic OUTREACH:**
 - **membership of the 14 existing ENVP Constituencies**
 - **community service organizations serving East and Southeast Tucson, including the Rita Ranch Neighborhood Association, other area churches, Kiwanis, Rotary, Elks, doctors' offices and schools and daycare facilities**
 - * **Volunteer Center and other UW-supported agencies**

WHO WILL CARRY OUT: NEW OUTREACH COORDINATOR, in conjunction with ENVP Board and the Local Coordinator in each of the 14 member Faith Communities and Neighborhood Associations.

2) QUALITY OF LIFE AND LIFELONG LEARNING IMPROVEMENT OPPORTUNITIES FOR SENIOR CLIENTS THROUGH WORKI WITH DAYCARE/PRESCHOOLS.

- **Research has shown that INTERGENERATIONAL contact between Seniors and Young Children provides strong emotional and cognitive benefits to both groups. Many Seniors have a renewed sense of value when rocking babies, or telling a story or reading a book to toddlers.**

By Year-end 2006 we wish to provide EACH OF OUR ANTICIPATED 300 SENIOR CLIENTS (and to our 300+ anticipated SENIOR VOLUNTEERS) to come interact on a monthly (or more frequent) basis with the children of initially 3 Daycare/Preschools affiliated with our Faith Communities:

- **Saguaro Infant Center and Preschool**
- **Our Mother of Sorrows Preschool/Kindergarten**
- **Fountain of Life Lutheran Daycare**

Each Senior will be able to bring an inexpensive book/toy.

WHO WILL CARRY OUT: NEW OUTREACH COORDINATOR in conjunction with the Volunteer Coordinator and the Local Coordinators at the 14 member constituencies.

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24. How do you know you are not duplicating existing services in the same proposed service area? (one point)

To our knowledge there are presently NO OTHER organizations/agencies Systematically reaching out to East and Southeast side Tucson Seniors offering a comprehensive and free package of services ranging from Transportation to Meal Preparation, Housekeeping, Home Systems Assessment and Minor Repairs, and Lifelong Learning/Enrichment through Contact with Young Children.

This opinion is strengthened as we get routine referrals from Pima Council On Aging, Pima County Health Department, Interfaith Community Services, church pastors, doctors' s offices, etc. Similarly, increasing number of faith communities and neighborhood associations indicate an interest to join as ENVP supplements low-level outreach activities of various such congregations/groups.

Should any other non profit agency/group however be identified offering any similar services, ENVP is committed to work with them to the maximum extend possible.

NOTE: The Far Horizons East Mobile Home Park has regularly attended founding ENVP meetings, but have decided they wish to operate their internal Live at Home program independently. ENVP remains committed to help this effort led by Clair Shumway if/when needed.

25. Does your organization currently receive funding for this proposed project? (one point) Yes No
If YES, please explain

26. **The funds you are requesting cannot be used for direct services.** How will this funding be used to build your organization's capacity? (one point)

The requested 2006 Compassion Grant funds will SIGNIFICANTLY affect the sustainability of the ENVP program by allowing us:

- to increase by 300% the number of weekday AM transportation services to 300-350 Seniors on the Tucson East/Southeast Side on a regular(often weekly) by year end 2006. This translates to an anticipated 10,000 NEW Volunteer Driving Hours donated throughout 2006 (extrapolating from Quarter 2, 2005 data)**

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- to increase by at least 200% the number of Seniors served on Tucson East and Southeast side with Home Help type services, ranging from home repair assessment needs, actual minor repairs, yard work, housecleaning and meal preparation
- to offer our 600 Senior Clients and Volunteers an opportunity at quality of life enrichment by interacting with young children in an organized way at several Eastside Tucson Daycare and Preschool sites.

27. Present a **timeline of the activities** you propose. You should plan your project for a twelve month period (December 2005 – November 2006). Discuss why the steps you are proposing are **necessary** to implement the service. **(three points)**

PROPOSED TIMELINE OF ACTIVITIES (assuming Outreach Coordinator, Gladys Miller, is in place January 1, 2006):

January through June 2006:

- recruitment of 3 additional Transportation Volunteers and 1 General Volunteer WEEKLY. It is expected this will require 50 contacts per week by the OUTREACH Coordinator to members of the existing 14 Member ENVP Constituencies, as well as to new ENVP Members communities and other Eastside and Southeast side Tucson groups/organizations. As many faith communities have organized men/women/outreach groups of 10 members or more, this effectively means 1 strong group contact per day will be required.
GOAL: 72 new Transport Volunteers, 24 new General Volunteers

September through December 2006:

- recruitment of 3 additional Transportation Volunteers and 1 General Volunteer WEEKLY. Its is expected this will require about 50 contacts per week by the OUTREACH Coordinator.
GOAL: 48 new Transport Volunteers, 16 new General Volunteers.

TOTAL: GOAL: 120 new Transport Volunteers, 40 additional General Volunteers

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The recruitment of a new OUTREACH COORDINATOR is VITALLY NECESSARY, as in order to maintain quality/availability of services to Seniors, the rate of recruitment of new Clients must match the rate of recruitment of new Volunteers. Expansion of ENVP into Rita Ranch/Corona de Tucson/Vail, with a large base of retired but still very active “young Seniors” gives us access to a potentially large pool of new Volunteers, allowing us in turn to serve more Senior Clients, and simultaneously establish a program on the Southeast Side that can start serving local Senior Clients as more of the “young Seniors” become “Old Seniors” requiring our services.

Throughout 2004 and early 2005 our ENVP substantial growth was still very much “controlled”, ie we were still rather PASSIVE recipients of lots of referrals from PCOA, Interfaith Community Services, our faith communities, etc. With the new Outreach Coordinator we will be able to more PRO-ACTIVELY recruit more Senior Clients through doctor’s offices, government offices (City Council Offices, Health Department, Hospital, Pima College, etc), “more “open Houses” at new churches/community organizations, etc.

Recruitment of a new faith community/neighborhood association into ACTIVE participation is requiring 10-15 contacts, up significantly from 3-4 in 2004, reflecting actually a heightened sense of professionalism and longterm planning on all sides. The new Outreach Coordinator will be vitally important to keep that rate of contact high.

Finally, in our first 2 years, ENVP services were targeting “core” HEALTH/SAFETY/DIGNITY NEEDS of Seniors (Transportation, Safe Home, Adequate Food, etc), and a START TOWARDS PSYCHOLOGICALHELP (Friendly Visit/Calls). We would like to PRO-ACTIVELY expand the latter by encouraging ALL our Senior Clients/Volunteers to come to one of our affiliated Daycare/Preschool Sites and interact with the children .

28. What **outcomes** will you achieve for the populations named in question 21 above and **how will they be measured** (what tools or methods will you use surveys? focus groups? records?) *Outcomes are changes in knowledge, skill, attitude, behavior, status or condition that affects one’s quality of life or ability to function. (four points)*
- seniors to receive services
 - seniors to be recruited and trained as volunteers, mentors, tutors, etc.,
 - unpaid, informal (family) caregivers of the elderly to be assisted
 - non-senior volunteers you will recruit and train to serve senior citizens

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The December 2004 ENVP Client/Volunteer 2 page Feedback Survey of all ENVP Clients and Volunteers had the following results:

- 95% of responding Clients report having an excellent relationship with Program Coordinator John Miller and that their calls are returned in a timely Manner
- 100% of responding Clients indicate their matchup with an ENVP Volunteer was excellent
- 100% of responding Clients indicate ENVP services helped them remain in their home safely, comfortably and with dignity
- All but 1 of the Volunteer respondents indicate an excellent relationship with Program Coordinator John Miller
- All but 1 of the Volunteer respondents indicate their volunteer experience has benefited them personally, that they are treated as a valuable member of the ENVP program, and that they feel their volunteer work is making a difference in the lives of the ENVP Senior(s) they work with

All information observed by this grant writer (President of the ENVP Board) throughout the first half of 2005 indicates this very high level of satisfaction remains even during this period of significant growth.

A) DESIRED 2006 OUTCOMES FOR SENIOR CLIENTS:

- 1) at least 95% will report having received excellent ENVP services that have allowed them to:
 - a) reach their doctor's appointments without fear/worry of having to cancel at the last minute and risk missing a vital treatment, and will be able to have access to a pharmacy to obtain required medications AND/OR
 - b) attend desired community social and spiritual events, AND/OR
 - c) have daily access to sufficient food of high quality to assure the highest possible nutrition and adequate number of meals per day, AND/OR
 - d) have contact as desired with family and friends with whom to have fellowship in the broadest sense of that word, AND/OR
 - e) have access to needed light household help, meal preparation, house cleaning, and other items that will assure personal hygiene within a clean/comfortable home to raise self-esteem, AND/OR
 - f) feel taken care off well enough by ENVP that the Senior Client in turn feels enough self esteem to want to volunteer their skills/ experiences to ENVP or another group, if physically/etc possible, and to continue wanting to learn about his/her community and the world in general, AND/OR

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- g) make sure the family “home” remains a safe, affordable, energy efficient, and dignified place to live, AND/OR**
 - h) allow the companionship of a loving pet without impacting the family home’s cleanliness or safety**
- 2) at least 95% of Senior Clients will report a significantly increased understanding and knowledge of operation and status of major systems (heating/cooling, plumbing, electrical, etc) in their home, and the energy savings potential from simple potential conservation measures (extra insulation, sealing doors/windows, etc).**
- 3) at least 40% of Senior Clients will be able to receive tangible help in effecting needed home repairs by ENVP Volunteers and/or other professionalis recruited by ENVP to provide such service through the expanded “Teaching and helping” program in conjunction with SAHBA and other Pima County schools.**
- 4) at least 67% of our Senior Clients will be able to interact with children at ENVP affiliated daycare and preschools, and will report having an excellent experience that made them feel higher self esteem.**

B) DESIRED 2006 OUTCOMES FOR ENVP VOLUNTEERS ANF CAREGIVERS

- 1) at least 90% of ENVP Volunteers will report they feel more valued and valued members of the Tucson community by providing transportation and other services to Seniors**
- 2) at least 96% of ENVP Volunteers will report they learned important new information about the ageing process and the needs of Seniors in Southern Arizona, with special focus on personal care (oral health, adequate diet, takings medications responsibly, personal money management, etc)**
- 3) at least 90% of ENVP Volunteers will report they contributed something important in helping assess and in some cases assit in the repair of home upgrade needs for needy Seniors**
- 4) at least 85% of ENVP Volunteers will report they were intellectually, psychologically and/or spiritually stimulated by their discussions with Seniors while delivering their volunteer services**
- 5) at least 92% of ENVP Volunteers will report they feel part of a strong ENVP Team that is systematically helping seniors in East and Southeast Tucson**

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age gracefully and with dignity in their own homes

- 6) at least 80% of ENVP Senior Volunteers will report they were able to interact with children at ENVP affiliated daycare and preschools, and will have had a positive experience raising their self esteem
- 7) at least 96% of Family Caregivers will report having received significant respite and stress relief from the care/services provided by ENVP to their loved one
- 8) at least 92% of Family Caregivers will report they feel more optimistic about the future with the support of ENVP to the Senior Client and the caregiver family
- 9) at least 92% of Family Caregivers will report that the quality of the Senior's life, and the family dynamics, have improved through meeting a variety of volunteers and new friendly relationships forged
- 10) at least 92% of family Caregivers will report that their Loved One's participation in the ENVP daycare/preschool participation had a positive self esteem effect

C) OVERALL PROGRAM OUTCOMES:

- 1) **TRIPLING** of Number of Senior Volunteers and Clients to approximately 300 each by expansion of ENVP program to Southeast Tucson, and be able to access **AT LEAST 60%** of the FY 2006 ENVP Budget from Eastside/Southeast Side community sources (member faith communities, businesses, individuals, etc)

29) Describe your plan for **sustainability** once grant funds are expended. (four points)

For the 2005 Calendar Year, ENVP's Operating Budget is approximately \$ 28,000, with income from the following sources:

- **2004-2005 Compassion Grant: \$ 17,490 (62%) (RECEIVED)**
- **Saguaro Christian Church Brady Endowment Fund: \$ 5,000 (RECEIVED)**
- **Saguaro Christian Church Outreach: \$ 2,500 (RECEIVED)**
-

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- **Other ENVP Faith Communities/Private Donations: \$ 3,000 (NOT IN HANDS YET)**

For the 2006 Calendar Year, ENVP's Operating Budget is expected to be approximately \$ 44,000, with income from the following sources:

- **2005-2006 Compassion Grant: \$ 19,100 (43%)**
- **Saguaro Christian Church: \$ 7,500**
- **Other ENVP Faith Communities (9): \$ 15,000**
- **Private Sector Donations (Business/Individual): \$ 2,500**

The above is the MOST CONSERVATIVE budget forecast. In fall 2005 ENVP is working on AGGRESSIVE EXPANSION of our ENVP Board of Directors into a strong Fundraising-Focused Working Board, with business members drawn from the member faith communities and neighborhood associations, with Mission to develop a STRONG FUNDRAISING PROGRAM during 2006 and for the future. We hope to SIGNIFICANTLY EXCEED the above stated MINIMUM goal of \$ 2,500 in Private Sector Donations for 2006, but certainly expect to be 100% self sustaining by Year end 2006.

30) For faith-based organizations only:

- a. Describe how **inherently religious activities** will be separated from **activities** related to the proposed project.
- b. Describe how **client participation in religious activities will be excluded** as a condition for receiving services.

ENVP is a separately incorporated non-profit corporation in the State of Arizona. While 10 faith communities are members of ENVP and provide Volunteer and/or Client referrals to ENVP, and ENVP rents office space from a faith community, ENVP does NOT have ANY INHERENTLY religious component ANY of its services. ENVP in no way limits access to its programs on basis of any religious criteria, nor allows any proselytizing of Senior Clients by ENVP Volunteers.

IV. Budget and Finance Six Points available out of 25 total

Use the Object Class Categories for questions 31 and 32. Definitions for each category are provided to assist you in Attachment J “*Guidelines for Budget Preparation and Justification.*”

31) Provide the organization’s current annual budget in column (1) based on funds **in hand as of today.**

32) Provide the proposed project budget in column (2). Total in column (3).

BUDGET CATEGORIES			
Object Class Categories	(1) Current <u>Organization</u> Operating Budget	(2) Requested From Southern Arizona Compassion Initiative	(3) Total
a. Personnel	\$ 21,500	\$ 7,000	\$ 28,500
b. Fringe Benefits	\$	\$	\$
c. Travel	\$ 3,250	\$ 5,400	\$ 8,650
d. Equipment	\$	\$ 1,200	\$ 1,200
e. Supplies	\$ 250	\$ 4,900	\$ 5,150
f. Contractual	\$	\$	\$
g. Other	\$	\$ 600	\$ 600
h. TOTAL (sum a-g)	\$ 25,000	\$ 19,100	\$ 44,100

33) Please cite **all** the sources of current funds – such as donations, dues, fees, investment income, city, county, state, foundations, and corporations. We expect that grantees will **not** charge for activities such as training or education that are funded by this grant. If your organization has income related to the program described in this proposal, the federal program officer will determine an appropriate way to spend those funds – as mandated by the federal government.

ENVP’s Sources of Funds for 2005 are (as noted also in our answer to 29):

- 1) United Way Compassion Grant (2004-2005): \$ 17,490 (62% of total)**
- 2) Saguaro Christian Church: \$ 7,500**
- 4) Other ENVP Faith Communities:/Private Donations: \$ 3,000**

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ENVP presently charges no fees for any of its services, nor any “Dues” to member Faith Communities/Neighborhood Associations, though we stress to the latter the need for ENVP to be included as a line-item in their Fall Budgeting/Fundraising Campaigns. In 2005 ENVP constituencies have helped significantly with in-kind (copying, etc) and some cash, and this is expected to grow substantially, especially with additional focused effort/follow-up by our new Outreach Coordinator under this grant proposal.

As soon as the ENVP 501c3 Tax Exemption Letter arrives from the IRS, we will be in position to aggressively contact larger private sector potential donors, especially developers and service businesses targeting the fast growing Tucson Eastside.

It is anticipated that ENVP leadership will evaluate the feasibility of submitting a focused proposal to the 2006 round of the County and City CDBG Block Grant programs.

34) Please describe how **organizational funds** will be separated from **federal funds**.

As noted in our answer to question 20, as part of the ENVP incorporation process, in late December 2004, ENVP established a separate bank account in its own name for the expected early January United Way Compassion Grant funds at bank of America (Broadway/Camino Seco Office). Any funds contributed by Saguaro Christian Church or other ENVP member constituencies (mostly to supplement the stipend for the Program Coordinator) are drawn on separate checking accounts of for example the Saguaro Christian Church Outreach and Brady Endowment Outreach Committees. We will of course gladly comply with any additional accountability suggestions United Way Tucson staff may have to maintain optimal financial confidence.

35) Please state the period of **your** fiscal year, i.e., January – December, October – September, July – June.

The ENVP fiscal year runs from January 1 through December 31.

- 36) Please explain why the amount of funding you are requesting is realistic and reasonable, given its proposed use and the number of people who will benefit. **(two points)**

Throughout 2004 and First Half of 2005 the ENVP program has grown from 10 member Faith Communities/neighborhood Associations to 14, with combined direct membership increasing from 6,000 to 11,000 Families. We continue to “educate” our member communities as to availability of ENVP services and need for Volunteers on regular basis.

As of time of this writing (July 2005), ENVP is routinely serving 100-110 Seniors per month with approximately 125 Core Volunteers (NOT counting friendly call volunteers), delivering in Quarter 2, 2005 a total of 1,300 services, with Volunteers donating 900 hours of time and covering 3,200 Miles of driving. These numbers are expected to double by year-end 2005 as the large Pantano Christian Church and Christ Community Church resources come on-line. This is being accomplished on a budget of roughly \$ 28,000.

Our 2006 Business Plan calls for continued systemic expansion on the Tucson Eastside (by hopefully welcoming additional faith communities such as Calvary Chapel East, El Camino Baptist Church, etc), and if this Compassion Grant is approved, AGGRESSIVE outreach to the fast growing communities of Rita Ranch/etc on the Southeast Side. This will potentially DOUBLE the number of residents in our “service area”, and we anticipate it can add an additional 50% growth rate in number of Senior Clients and Number of Volunteers by year-end 2006 (ie to triple of the numbers as of July 2005, to roughly 300 total Senior Clients and Volunteers). This 2006 expansion of services by 50% would be accomplished by a proposed budget expansion from \$ 28,000 to \$44,000, which is a 60% increase, almost totally devoted to a Stipend for a new Outreach Coordinator.

IN SUMMARY, COUNTING ONLY THE NEARLY 50,000 RESIDENTS/ 11,000 FAMILIES WHO ARE PART OF OUR 14 ENVP CONSTITUENCIES, OF WHICH 50% OR 25,000 ARE ESTIMATED TO BE AGED 65 AND OVER, OUR ENVP PROGRAM BUDGET AMOUNTS TO A \$ 1 PER RESIDENT PER YEAR INVESTMENT, AND THAT COST/BENEFIT RATION WILL REMAIN IN 2006 AS WE EXPAND TO THE SOUTHEAST TUCSON AREA.

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**NOTES: The 300 total Volunteers number again does NOT include those
Only involved in friendly class/etc, only those delivering
Transportation, Home Assesments/Repairs and other Home Help
Services.**

**As noted previously, the Home Assessment Pilot Project funded
in the 2004-2005 Compassion Grant and targeting a total of 75
homes in our ENVP service area, has blossomed into the now
separately run "Teaching and helping" program, being expanded
in remainder of 2005 and early 2006 to additional Pima County
schools and targeting up to 750 homes under a County CDBG
award. Of course this expanded program remains open to any
interested ENVP Client/Volunteer as well.**

37) Please present a brief budget narrative justifying all federal funds requested in column (2) using the attached worksheet. **(four points)**

Budget Narrative and Justification

Object Class Categories	Justification how calculations were made and/or how funds will be used	Amount Requested
a. Personnel	Part-time Stipend for Outreach Coordinator, who will work 35 hours per week, at nominal rate of \$ 4/Hour for 50 weeks	\$ 7,000
b. Fringe Benefits		\$
c. Travel	Extrapolating from First Half 2005 actual Volunteer Mileage Reimbursement expenditure: \$ 1,065 by approximately 100 Volunteers over 6 months, we would expect 300 Volunteers over course of 1 Year (with new Volunteer gradually coming online throughout 2006) to require between 5 and 6 times the cost for First Half 2005. At \$ 0.40/Mile, this allows us to reimburse 13,500 Volunteer Miles. At typical Volunteer Trip of 15 Miles, this represents 900 Volunteer Trips or 3 Trips per anticipated 300 Volunteers.	\$ 5,400
d. Equipment	The ENVP Office will require 2 additional filing cabinets: \$ 2,000 The ENVP Office will require 1 additional computer/printer setup: Dell PM/ HP Printer: 1,000	\$ 1,200
e. Supplies	The ENVP Brochure can be printed in black/white at 5,000 copies for \$ 300. We anticipate needing 50,000 copies at cost of \$ 3,000. Cost of Manilla Folders/etc for 400 New Volunteers/Clients: \$ 1,000 Phone: \$ 75/Month: \$ 900	\$ 4,900
f. Contractual		\$
g. Other	Two Client/Volunteer Recognition and Recruitment "Events". This would cover cost of napkins/plates/refreshments/cookies/etc for estimated 600 attendees.	\$ 600
h. TOTAL (sum a-g)		\$ 19,100

Object Class Categories	Justification how calculations were made and/or how funds will be used	Amount Requested
a. Personnel		0
b. Fringe Benefits		0
c. Travel	Gas mileage reimbursement for five volunteers who make friendly visits to senior citizens in the neighborhood. Estimated 10 miles per trip times two trips per week for 15 weeks for five volunteers @ 40¢ per mile. $10 \times 2 \times 15 \times 5 \times 40¢ = \600	\$600
d. Equipment		0
e. Supplies	<p>One case white photocopy paper @ \$29.99 for volunteer application forms, information and training forms, timesheets, meeting agendas, schedules, notes, gas reimbursement forms = \$29.99</p> <p>Six one inch binders for coordinator and volunteers who make home visits to hold information, training materials, client records and forms @.99 each = \$5.94</p> <p>Two boxes of black medium point pens (12 per box) for coordinator and volunteers to complete reporting forms and training notes @ \$1.39 each = \$2.78</p> <p>One Swingline Paper punch – so volunteers and coordinators can retain documents in their binders = \$12.29</p> <p>$\\$29.99 + \\$5.94 + \\$2.78 + \\$12.29 = \\51 plus tax @ 7.65% (\$3.90) = \$55</p>	\$ 55
f. Contractual	Stipend for specialist to assist steering committee in developing a resource development plan. \$20 per hour for 30 hours of consultation - job description attached	\$ 600
g. Other	Printing of 500 tri-fold two color program brochures@ .49 per copy = \$245	\$ 245
h. TOTAL (sum a-g)		\$1500

Sample Budget Narrative and Justification

Grant Application Proposal Checklist

This form is for your convenience only.
DO NOT submit this checklist with your grant proposal

- I. The Application is signed by at least three individuals
- II. The Application is typed in 12 font or larger
- III. The Application is complete
 - All questions have been answered
 - The budget is mathematically correct
- IV. **Attachments** - If responses are typed on an additional page, the question has been numbered and retyped along with the response.
- V. **Resumes or job descriptions** (If applicable) are provided for all staff/consultant positions for which funding (salaries or stipends) is requested.
- VI. All pages are numbered at the bottom of each page (i.e., "Page 2 of 8").

AFTER YOU TURN IN YOUR GRANT APPLICATION(S):

- VII. **You will receive an email or letter (if no email is available) confirming that we received your application(s).** If you do not receive an email or letter, we did not receive your application(s). It is your responsibility to make sure that the application(s) is turned in on time and to the correct location. If you turned in more than one application, we will separately list all of the grant titles. Please make sure that the email or letter contains all of the grant proposal titles.