

**APPROVED**  
JUN 07 2006

REPORT OF GENERAL MANAGER

NO. 06-153

DATE June 7, 2006

**BOARD OF RECREATION  
and PARK COMMISSIONERS**

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BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: SUBMISSION OF RENEWAL GRANT APPLICATION FOR THE 2006-2009  
RETIRED SENIOR VOLUNTEER PROGRAM

J. Combs  
H. Fujita  
S. Huntley  
B. Jensen

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J. Kolb  
F. Mok  
\*K. Regan  
M. Schull

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*Robert H Jensen (for)*  
General Manager

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATION:

That the Board:

1. Approve the submission of a grant application to the Corporation for National and Community Service in the amount of \$150,182 per year for three years, to match with the City share of \$166,765, to continue the Retired Senior Volunteer Program for the period 2006-2009, subject to approval by the Mayor and the City Council; and
2. Direct Staff to submit the grant application to the Mayor for review and approval; and
3. Authorize the General Manager, subsequent to necessary approvals, to execute the corresponding grant agreement, and any subsequent amendments thereto, pursuant to Administrative Code Section 14.8 et seq. as may be amended, on behalf of the City, subject to approval as to form by the City Attorney.

SUMMARY:

The Corporation for National and Community Service (CNCS), the funding agency for the Retired Senior Volunteer Program (RSVP), has notified the Department that funds are available for the continuation of this program. The funding period is July 1, 2006, through June 30, 2009.

The cost of this program for the forthcoming grant year is \$316,947 for supplies, staff, and volunteer reimbursements. Of this amount, \$150,182 is the Federal allocation. The City share is \$166,765 which includes \$36,665 in fringe benefits. Each consecutive year's funding amount will be the same. Grant activity is reviewed, however, by CNCS through both quarterly and year end reports, and the next year's award is contingent upon this review.

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PG. 2            NO. 06-153

The Department's RSVP program currently has over 900 active volunteers serving at over 120 locations, enabling people over the age of 55 to use their skills and life-time experiences to be of service to others. Senior volunteers provide such services as language tutors, receptionists, bookkeepers, registration, and aides in schools, hospitals, libraries, museums, day care centers, and nutrition sites in local communities. This year CNCS gave only 30 days to respond to the current RFP. Due to time constraints, the application has been submitted in order to meet the April 20, 2006, deadline.

### FISCAL IMPACT STATEMENT:

The acceptance of this grant requires a City match in the amount of \$166,675 from the General Fund. The RSVP grant is a three year grant and it is anticipated that funding levels will remain approximately the same throughout the award period. The previous grant award for FY's 2003-2004, 2004-2005, and 2005-2006; approved October 1, 2003 (Board Report 03-316) was \$146,962 and required a City match of \$161,120 which is approximately a 3% difference from the current funding level. Since the matching funds are used solely for salaries; any variations in the match would therefore be the result of salary level changes.

This report prepared by Olujimi A. Hawes, Management Analyst II, Pacific Region.