

**Application for 2010 Supplemental Funds
Community Resources Program**

*Submit signed original and digital copies of this application to the
Community Development Division,
Room 225, MMB, 215 Martin Luther King Jr., Blvd.
Madison, WI 53701*

Deadline: Noon on March 2, 2010
(Late or incomplete applications will not be considered)

Program Title:	Outreach/Case Management		Agency:	West Madison Senior Coalition	
Amount Requested:	\$5,000	<i>Amount Allowable: \$2500-\$10,000</i>	Current Community Resources Funding for this Program:	\$32,660	
Address:	517 N Segoe Road #309 Madison, WI 53705				
Contact Person:	Ingrid Kunding, Executive Director		Telephone:	(608) 238-7368	
E-Mail:	ingridk@westmadisonseiorcoalition.org				

- 1) **Program Description:** Summarize the programs major purpose and activities, demographics of intended population and geographic service area.

Outreach/Case Management services are designed to provide older adults, age 60 and over, the support they need to live independently in the community by identifying resources and coordinating supportive services. Case Management services include assessment of need, coordination of services in response to those needs, monitoring of individual's plan of care, and advocacy. Older adults and/or family members or advocates may make an appointment to meet with a case manager at the office, or have a personal visit in their home, which is preferred. The West Madison Senior Coalition serves the Madison community from Lake Mendota on the north to the city boundary on the south, and from Randall Avenue on the east to the city boundary on the west.

- 2) **Program Need:** Please describe the increase in requests for service or unanticipated economic hardship for your program that warrants application for this funding. For example: increased service participants, increased waiting list, specific increases to staffing hours or program hours, unanticipated program cost, or lost funding.

A decrease in Case Management funding from Dane County for 2010 resulted in \$2,250 lost funding for the Coalition. In order to maintain a current level of service, it is important that this funding level is restored. An identified program need is in the area of technology and equipment. The computers and software that Coalition staff are currently using, including the case management team, are extremely antiquated and in need of replacement. The Board of Directors is currently putting together a proposal for the replacement of this equipment, which will be a significant expense to the Coalition. Not replacing the equipment is also a significant expense to the Coalition in lost work time when computers are down, which translates to slower response time to client concerns and a decrease in employee morale. Additionally, we have identified a need and an opportunity to expand our outreach efforts through the Senior Dining site at the Lussier Community Education Center. Noon meals are offered at that location 2 days per week. We would like to build in case management hours before and after those meals, where individuals can meet directly with a case manager on site. This provides us with an opportunity to further develop our presence on the far west side of Madison, and area that we have struggled to reach in the past. Additional outreach materials and supplies will be needed to maintain office hours at the LCEC. The schedule will be developed with the 3 case managers to begin with. If successful and utilized, a Masters' Program social work intern will be recruited for the Fall semester to provide assistance to the Outreach/Case Management Program.

- 3) **Service Goals:** Please attach a copy of your Community Resources Program year end or December service report to this application. Please add a column to your service numbers section that identifies what your 2010 proposed new goal numbers would be if you were allocated the funds you are requesting.

- 4) **Fund Utilization:** Understanding that this is a one time allocation, how will these funds be used in 2010? Will the supplemental costs be allocated to staffing, program supplies or other expenses?

Funds will be allocated as follows: \$2,250 for staffing; \$2,750 will be used for program supplies, including \$1,750 for computer equipment/software upgrade and \$1,000 for additional outreach materials and supplies to maintain Case Management hours at the Lussier Community Education Center 2 days/week.

- 5) **Budget:** Please provide the following information. You will be contacted if additional information is necessary.

Program Budget	Current (as reported in your Budget appendixes in January 2010)	Proposed
Personnel	\$24,495	\$26,745
Operating	\$6,859	\$9,609
Space	\$1,306	\$1,306
Special Costs	\$0	\$0
Total	\$32,660	\$37,660

- 6) **Signature:** Name and signature of the principal individual responsible for this program proposal.

Name: Ingrid A. Kunding Title (if applicable): Executive Director

Signature: _____ Date: 03/02/2010

If you need assistance with this application or are unclear about how to answer the above questions please feel free to contact your current contract manager or staff at (608) 266-6520.

WEST MADISON SENIOR COALITION

**Quarterly Service Report: City of Madison
Due Dates: 4/15, 7/15, 10/15, 1/15 for previous three months**

Period Covered: October, November and December 2009 Date: 01/13/10

Prepared By: Ingrid Kunding Telephone: 608-238-7368

Service A: Case Management Report

1. Outline the level of services provided on the attached AAA Monthly Program Report.

YTD Case management clients is 450

**2010 Adjusted Goal with Additional Funding: Case Managed Clients: 550
2010 Adjusted Goal with Additional Funding: Information and Assistance Contacts: 1,500,
with increased outreach efforts at the Lussier Community Education Center.**

2. Total number of Information and Assistance CONTACTS as reported on the AAA quarterly Report. This quarter 217 Year to date 929
3. Total number of agency HOURS providing Information and Assistance services as reported on the AAA quarterly report. This quarter 71.75 Year to date 289.15

4. Outline any changes noted by staff that may affect service, or make service delivery more difficult (e.g., increased number of clients with mental health issues or language barriers).
We continue to experience an increase in potential client calls, with people asking lots of questions prior to deciding to become active clients of the Coalition. During this quarter as well, the case management team was at a disadvantage to those individuals who were in need of some care giving assistance, as the Caring for the Caregiver grant funds were no longer available. That has since been resolved at the beginning of the new calendar year with funding again being available.

Final Report Only - Due 1/15

Complete and submit the attached form on Outcome Objectives, Performance Standards and Measurement Tools.

Service B: Focal Point-Based Community Assistance

1. During the quarter the following services/activities were provided:

<u>410</u>	Newsletters distributed monthly
<u>1</u>	Membership meetings were held
<u>80</u>	Attended the membership meetings during the quarter
<u>2002</u>	Attended nutrition site activities
<u>33</u>	Education programs were held at the nutrition sites
<u>0</u>	Blood pressure screenings attendees
<u>34</u>	Foot care clinic attendees

Narrative comment on significant issues, concerns and achievements which occurred during the quarter. We are continuing to recruit volunteers to help our clients with snow shoveling. Some clarification from the City regarding the 3-day shoveling extension list has streamlined our list of clients in need of shoveling assistance. The case management team was busy distributing the many donated gifts to be distributed to our clients during the Holiday season.

Our footcare clinics are showing a decline in numbers, but this can be explained as inclement weather in December and the cancellation of clinics that fell on or near a holiday. We did permanently cancel our monthly clinic at First Baptist Church because of low attendance over a period of six months. The clinic that had been held at Midvale Community Lutheran Church has been relocated, temporarily, to the Home Health United building, while remodeling is completed at Midvale Church. It is our hope to return to Midvale upon completion of their project, projected to be late spring/early summer 2010.

We are unable to hold our monthly membership meetings at Midvale Community Lutheran Church as well, due to the remodeling project and have been struggling to find alternate locations to host these meetings at no cost with ample parking and kitchen availability.

At the membership meetings, the following Coalition business was conducted.

In November we held our monthly membership meeting, co-sponsored by SAIL (Support for Active Independent Lives) in collaboration with the Dane County Falls Prevention Task Force of Safe Communities, at Covenant Presbyterian Church. The topic of the meeting was "Clear the Path for a Healthier Life: Measuring Your Own Risk for Falls." The meeting was well attended, (80 people) and included screenings for Gait and Balance, Strength, Blood Pressures, Medication Reviews, Bone Density, and Home Safety. In addition, information was available on Adaptive Devices and there were also Tai Chi demonstrations. Terry Shea, PT, GCS, NCS presented the importance of balance in preventing falls. She explained the benefits of improving ones balance and discussed the "myths" about older adults and falls, along with internal and external factors related to falls and what to do about them.

Service C: Senior Activities - West Madison Senior Center

		<u>Goal</u>
1.	Total unduplicated individuals using Center since January 1.	894
		<u>850</u>
	Specify programs attended below	
	Program	<u>No. Attended During Qtr.</u>
a.	Educational	116
b.	Exercise	100 people attended at least one exercise class this quarter (*classes offered 3 days/week)
c.	Health Education	117 (includes clinics, nutrition presentations and other health related programs)
2.	<p>Facility Development (Summarize efforts at acquiring additional furnishings, equipment and donations for the Center.) During this quarter, an inventory was taken of all current furnishings and equipment at the Senior Center. From that list, a needs assessment was developed and prioritized in terms of new and additional furnishings that are needed, including a volunteer receptionist area and just general seating areas/furniture in the Senior Center. A similar list was created for equipment and included a new television, dvd player, stereo system, to name a few. This list will now be taken to the Board of Directors and a plan will be put together to solicit donations for these items. The stove at the Senior Center also stopped working at the end of December and will be replaced in the new year.</p>	
3.	Program Development	<u>Number</u>
a.	Recreational Events	215 (Saturday Night Dinners/Entertainment)
b.	Health Screenings	
i.	Blood Pressure Screening	0: Currently not offered
ii.	Foot Care	32 participants/6 clinics
iii.	Other (specify)	52 Flu Shot Clinic
c.	Adult Education	233
d.	Special Events/Other Activities	0: no additional senior center sponsored special events this quarter

4. Community Volunteers

- a. Volunteers from community who have assisted in programs and upkeep of the West Madison Senior Center (specify below group or club providing the volunteers and what the volunteer(s) did for the Center).

Exercise class members and instructors organized and set-up monthly dessert birthday parties.

Staff, Board Members and Senior Center Participants provided feedback and assistance in completing an inventory of all furnishings and equipment at the Senior Center and also of conducting a needs assessment and a “wish list” for the Center as well.

- b. Fundraising events (please include the amount of funds raised after costs).

Saturday Evening Euchre/Socials: \$250

5. Senior Involvement: Number of seniors involved as resources or in leadership, planning functions at West Madison Senior Center and area of involvement (resource, leadership, planning, etc.)

<u>Specify Area</u>	<u>Number</u>
Office Volunteers (resource, planning)	2
Activities Committee (leadership, planning)	3

6. Final Report Only - Due 1/15

Complete and submit the attached form on Outcome Objectives, Performance Standards and Measurement Tools.

Service D: Home Chore Volunteer Project

1. Services Provided

	New Clients Assessed this Quarter	Total Active Clients YTD	Minority Clients YTD	Clients Receiving City Subsidized Service YTD	Clients Waiting for Service	New Volunteers Recruited this Quarter	Total Volunteer Groups YTD	Total Individual Volunteers YTD	Total Volunteer Hours YTD	Reserve Fund Hours YTD
East/Monona	11	127	2	3	6	15	22Groups 280 Vols	99	4901.5	105.50
North/Eastside	12	110	21	4	3	7	11	75	2501	92
South	11	142	29	13	8	23	6	145	1643.55	191.50
West	0	63	5	1	3	17	14	312	4416	106.50
Totals	49	442	57	21	20	62	53 groups	631	13,465.05	495.5
Annual Goals		485	68					350	9,500	

Note: Each new year, every active, ongoing volunteer is counted as “Recruited.”

2. Narrative comment on significant accomplishments, issues or concerns which occurred during the quarter.

NESCO:

- Two groups from United Way and NESCO volunteers helped with raking before the snow came.
- New volunteers have contacted me about snow shoveling. There are 5 seniors still waiting for a match for shoveling, but some have family help and a couple of volunteers do the houses still in need.
- For next year, we need consistency throughout all Coalitions and the City about the snow extension list.
- There is a need for more volunteers. We are exploring new recruitment techniques.

EAST:

- Smoking scene continues to be a problem for several of my clients who need indoor assistance. I am very grateful for all the people who are doing the snow removal for me. December a little slow for recruiting volunteers in general.

WEST:

- Some volunteer chores WMSC volunteers performed this quarter: updated web pages; shoveled snow; chopped sidewalk & driveway ice and salted or sanded; filled in at the main office front desk; washed dishes; mopped floors; cleaned bathrooms; vacuumed carpets; dusted; changed bed linens; repaired a TV; installed computer games; bundled and took out newspapers; watered plants; tightened loose AC plug covers; organized kitchen shelves; greased wheelchair wheels; moved furniture; trimmed bushes; tilled gardens under and planted tree saplings; hung up bird feeders; washed, dried and folded laundry; put up Christmas decorations; consoled survivors; took dogs for walks and to the vet; picked up and delivered food pantry commodities; took garbage containers to curbs; ran errands; visited in the hospital; wrote out Christmas card envelopes and took cards to post office; took holiday meals to clients; installed door locks; painted kitchen pantry; cleaned gutters; visited the lonely.

3. Final Report Only - Due 1/15

Complete and submit the attached form on Outcome Objectives, Performance Standards and Measurement Tools.

4. For 2006, complete the attached report forms for Home Chore - Physically Disabled.

Monthly Program Report:

Period Covered: _____

D. Home Chore - Physically Disabled

Annual goals: 480 hours (1 hour - 1 unit) of housekeeping services to at least 11 eligible physically disabled adults.

	Last Name	First Name	Monthly Units of Service	YTD Units of Service	Reported Quarterly (Yes or No) Client Remaining Independent in Home
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
TOTAL					

Percentage remaining independent in their home (reported cumulatively on March, June, September and December reports.

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Client Waiting List:

Last Name	First Name
None	