



Meeting Date: 9/25/2012

ACTION	TYPE OF ITEM
<input type="checkbox"/> Approved Recommendation	<input checked="" type="checkbox"/> Info/Consent
<input type="checkbox"/> Ord. No(s). _____	<input type="checkbox"/> Report
<input type="checkbox"/> Res. No(s). _____	<input type="checkbox"/> Public Hearing (Info/consent)
<input type="checkbox"/> Other _____	<input type="checkbox"/> Other _____

Prepared By: Marisue Eastlake *ME* Agenda Item No. I-2

Reviewed By: City Manager *REB* City Attorney *SMF* Finance *JL* Other (Specify) \_\_\_\_\_

**DATE:** September 17, 2012

**TO:** City Council

**FROM:** Greg Barnes, Interim Senior Services Supervisor *Greg B*  
Recreation and Community Services

**SUBJECT:** Acceptance of the Retired and Senior Volunteer Program (RSVP) Grant for Fiscal Year 2012/2013

**RECOMMENDATION**

That City Council:

- 1) Recognize grant revenue in the amount of \$67,777 and appropriate matching funds for the Retired and Senior Volunteer Program grant.
- 2) Authorize the City Manager or designee to execute grant agreements; the Finance Director or designee to submit financial reports and grant claims, and approve special budget appropriations for the use of grant funds.

**DISCUSSION**

For the past 35 years the City of Oxnard has successfully operated the Retired and Senior Volunteer Program (RSVP) which last year served about 600 volunteers age 55 and older. In 2011, RSVP volunteers assisted at 60 non-profit or public agencies, serving 72,219 hours and providing \$1.69 million of time and talent to our community. The highest priorities are addressing hunger through food collection and distribution and helping seniors live independently.

The RSVP grant is funded by the federal Corporation for National and Community Service (CNCS). The dual purpose is to engage older adults in volunteer services to meet critical community needs and to provide a high quality experience that will enrich the lives of the volunteers. Grant agreements with CNCS are awarded on a three-year basis, with FY 2010-2011 being the first year of this cycle. For FY 2012-2013 the grant award is \$67,777. The grant requires a contribution match of \$88,000 to run the successful Retired and Senior Volunteer Program.

Special projects operated by RSVP include the successful RSVP Bone Builders program, with 28 exercise classes and about 475 weekly participants; the CarFit program, which checks that seniors are

Subject/Permit  
September 17, 2012  
Page 2

using their car's safety devices correctly; and Seniors With Aptitude, Talent & Time (SWATT), which provides one-time volunteers for special events, including the Tamale and Salsa festivals.

### **FINANCIAL IMPACT**

Approval of the recommendation will appropriate a general fund match of \$88,000 and recognize the grant award of \$67,777 to the RSVP Grant FY12-13 (Project 774802). The general fund match is available in Recreation's account (101-5303-805.88-02).

Attachment #1 - Special Budget Appropriation

# REQUEST FOR SPECIAL BUDGET APPROPRIATION

**Department:** Recreation & Comm Svcs  
**Project/Program**  
**Manager:** Marisue Eastlake

**Date:** September 17, 2012  
**Phone:** 8023

**Reason for Appropriation:**

To recognize \$67,777 of RSVP Grant which is funded by the Corporation for National and Community Services under grant number 10SRPCA010 and transfer general fund Match of \$88,000 from Senior Services/Special Populations

**Accounts and Descriptions**

**AMOUNT**

**Fund: RSVP XXXV - GENERAL FUND MATCH (263-4856)**

**Expenditures/Transfers Out**

**RSVP FY12-13 (Project #774802) General Fund Match**

101-5303-805.88-02	RESERVES / FOR CONTINGENCIES	(88,000)
101-5303-805.87-61	TRANSFERS / TSFR TO FEDERAL GRANT FD	88,000
Sub-total Expenditures		0
<b>Net Change to Fund Balance</b>		<b>0</b>

**Fund: RSVP XXXV GRANT FY12-13 (263-4806)**

**Revenues/Transfers In**

**RSVP GENERAL FUND MATCH (263-4856)**

263-4856-531-7220	FEDERAL & STATE SOURCES/GENERAL FUND MATCH - 1	88,000
Sub-total Revenues		88,000

**Expenditures/Transfers Out**

**RSVP FY12-13 (Project #774802) General Fund Match**

263-4856-805.80-01	PERSONAL SERVICES / DIRECT LABOR REGULAR	49,981
263-4856-805.80-41	PERSONAL SERVICES / EMPLOYEE BENEFITS	33,082
263-4856-805.83-41	RECOGNITION OF PUBLIC GUESTS	2,487
263-4856-805.83-45	MILEAGE REIMBURSEMENT	500
263-4856-805.83-57	MEMBERSHIPS - OTHER	450
263-4856-805.83-72	EXPENSE REIMBURSEMENTS	1,500
Sub-total Expenditures		88,000
<b>Net Change to Fund Balance</b>		<b>0</b>

**Revenues/Transfers In**

**RSVP Grant (263-4806)**

263-4806-534.72-85	SHARED/GRANT REVENUES / COUNTY GRANT REVENUE	67,777
Sub-total Revenues		67,777

**Expenditures/Transfers Out**

**RSVP GRANT FUNDS (263-4806)**

263-4806-805.80-01	PERSONAL SERVICES / DIRECT LABOR REGULAR	
263-4806-805.80-02	PERSONAL SERVICES / DIRECT LABOR - TEMP	15,600

**ATTACHMENT** 41  
**PAGE** 1 **OF** 2  
22,629

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 BA Doc# (Finance Use Only) \_\_\_\_\_

