

**URBAN COUNTY
PROGRAM**
Hidalgo County Commissioners' Court
Agenda Request Form

No. 4416

Date: June 26, 2007 Meeting Date Request: July 3, 2007

Deadline for Action: July 3, 2007 Contact Person: Diana R. Serna

Department: Urban County Program Phone: (956) 787-8127 Fax: (956) 787-5291

Diana R. Serna, UCP Director : 

Caption:

The Urban County Program requests approval of Sub recipient Agreement with the Senior Community Outreach Program (Senior Services) in the amount of \$11,000.00 for Urban County Program Year 20 (2007).


Background:

All funding will be utilized for the reimbursement of a stipend payment to volunteers who provide support services to needy adults who are frail, disabled, elderly, and terminally ill. (See the attached Exhibits).

Sub recipient:

Senior Community Outreach Services

	City of Donna	\$7,500.00
	City of Weslaco	\$3,500.00
Total Agreement Amount:		\$11,000.00

Deputy Director _____ Manager:  Finance: _____

Please initial for approval:

Legal Counsel _____ **Budget** _____ **Human Resources** _____
 Dept./Fund No. _____ Amt. Expended: \$ _____ Funds/Staffing Budgeted: Yes: _____ No: _____
 Account Code: _____ Impact on Future Budget: Yes _____ No _____

Comments:

Action taken by Commissioner's Court:

Approved _____ Tabled _____ Denied _____ Motion made by _____ Seconded _____ Vote _____

Sr. Community Outreach Services (DONNA)
Exhibit A

Statement of Work

Describe the type and amounts of services provided by our agency that will result from the use of grant Funds.

The funding of \$ 7,500.00 will:

1. Donna CDBG funding will be used to provide meaningful retirement opportunities for six (6) low-income persons 62 years and older. Senior Companion Program will foster independence, supplement their fixed income and enrich their social contact and retirement years. Senior Companions will serve and assist homebound and frail adults living at home who need person-to-person support to continue living at home.

The following services will be performed in the following manner:

1. Senior Companions will be recruited, trained and placed in an in-home setting and will assist the frail individuals with daily tasks of living; to enable these such as light house keeping, meal preparation, light laundry, errands, personal care, and relief for caregivers.

The following services will be expanded/added as a result of C.D.B.G. fund expenditures:

1. Donna CDBG funds will be used to provide a small tax-free stipend of \$2.65 per/hour. Senior Companions will serve four hours a day for five days a week for 2,831 hours per year.

The following type of beneficiaries will be served:

1. Donna CDBG funds will benefit twenty-four (24) frail and older individuals who are found to be at-risk of losing their independence or self care.

The services will be provided at the following address/location(s):

1. Services will be coordinated through the Senior Community Outreach Services, Inc. office located at 840 W. Austin Avenue in Alamo, Texas 78516-2516. Services for beneficiaries will be provide at the respective individual's home.

Exhibit B-1

Grant Budget

TYPE OF EXPENDITURES	BUDGETED AMOUNT
Senior Companion Program @ \$2.65 per/hour	\$ 7,500.00
	\$
	\$
	\$
	\$
	\$
	\$
	\$
TOTAL GRANT BUDGET:	\$ 7,500.00

EXHIBIT B-2

PAYMENT SCHEDULE

2007 - 2008 For the Months of...	Estimated Amount of Expenditures	Type of Budgeted Expenditures
July 2007		
August 2007		
September 2007		
October 2007	Stipend \$2.65 @ 472 hrs.	\$ 1,250.80
November 2007	Stipend \$2.65 @ 472 hrs.	\$ 1,250.80
December 2007	Stipend \$2.65 @ 472 hrs.	\$ 1,250.80
January 2008	Stipend \$2.65 @ 472 hrs.	\$ 1,250.80
February 2008	Stipend \$2.65 @ 472 hrs.	\$ 1,250.80
March 2008	Stipend \$2.65 @ 471 hrs.	\$ 1,246.00
April 2008		
May 2008		
TOTALS:	Stipend \$2.65 @ 2831 hrs.	\$ 7,500

**Exhibit C
Schedule of Activity**

Subrecipient hereby agrees to perform services as outlined in Exhibit A.

A proposed monthly schedule of activity should be provided in this space. Schedule should not exceed Subrecipient contract time frame of eleven months from contract date.

2007 - 2008 For the months of...	Number of Beneficiaries	Services
July 2007	0	
August 2007	0	
September 2007	0	
October 2007	24	In-Home Care Service
November 2007	24	In-Home Care Service
December 2007	24	In-Home Care Service
January 2008	24	In-Home Care Service
February 2008	24	In-Home Care Service
March 2008	24	In-Home Care Service
April 2008	0	
May 2008	0	
Total Unduplicated Year:	24	Unduplicated

Sr. Community Outreach Services (WESLACO)
Exhibit A

Statement of Work

Describe the type and amounts of services provided by our agency that will result from the use of grant Funds.

The funding of \$ 3,500.00 will:

1. Weslaco CDBG funding will be used to provide meaningful retirement opportunities for 8 low-income persons 62 years and older. Senior Companion Program will foster independence, supplement their fixed income and enrich their social contact and retirement years. Senior Companions will serve and assist homebound and frail adults living at home who need person-to-person support to continue living at home.

The following services will be performed in the following manner:

1. Senior Companions will be recruited, trained and placed in an in-home setting and ill assist the frail individuals with daily tasks of living; to enable these such as light house keeping, meal preparation, light laundry, errands, personal care, and relief for caregivers.

The following services will be expanded/added as a result of C.D.B.G. fund expenditures:

1. Weslaco CDBG funds will be used to provide a small tax-free stipend of \$2.65 per/hour. Senior Companions will serve four hours a day for five days a week for 1,321 hours per hours.

The following type of beneficiaries will be served:

1. Weslaco CDBG funds will benefit thirty (15) frail and older individuals who are found to be at-risk of losing their independence or self care.

The services will be provided at the following address/location(s):

1. Services will be coordinated through the Senior Community Outreach Services, Inc. office located at 840 W. Austin Avenue in Alamo, Texas 78516-2516. Services for beneficiaries will be provide at the respective individual's home.

Exhibit B-1

Grant Budget

TYPE OF EXPENDITURES	BUDGETED AMOUNT
Senior Companion Program @ \$2.65 per/hour	\$ 3,500.00
	\$
	\$
	\$
	\$
	\$
	\$
	\$
TOTAL GRANT BUDGET:	\$ 3,500.00

Initials _____

EXHIBIT B-2

PAYMENT SCHEDULE

2007 - 2008 For the Months of...	Estimated Amount of Expenditures	Type of Budgeted Expenditures
July 2007		
August 2007		
September 2007		
October 2007	\$2.65 @ 440 hrs. = \$ 1,166.00	Volunteer Stipend
November 2007	\$2.65 @ 441 hrs. = \$ 1,168.00	Volunteer Stipend
December 2007	\$2.65 @ 440 hrs. = \$ 1,166.00	Volunteer Stipend
January 2008		
February 2008		
March 2008		
April 2008		
May 2008		
TOTALS:	Stipend \$2.65 @ 1,321 hrs.	\$ 3,500

**Exhibit C
Schedule of Activity**

Subrecipient hereby agrees to perform services as outlined in Exhibit A.

A proposed monthly schedule of activity should be provided in this space.
Schedule should not exceed Subrecipient contract time frame of eleven
months from contract date.

2007 - 2008 For the months of...	Number of Beneficiaries	Services
July 2007		
August 2007		
September 2007		
October 2007	15	In-Home Care Service
November 2007	15	In-Home Care Service
December 2007	15	In-Home Care Service
January 2008		
February 2008		
March 2008		
April 2008		
May 2008		
Total Unduplicated Year:	15	Unduplicated