

Name of COA: **Greenfield COA**
MAIL Address: 54 High Street, suite 2
STREET Address:
 Zipcode: 01301

Tel. # (413) 772-1517
 FAX # (413) 772-1512
E-MAIL hopem@greenfield-ma.gov

Current Chair: Thomas Goodwin

Current Director/Coordinator: Hope Macary

Days and Hours of Operation: Mon-Fri 9am to 4pm

I. Staffing / Other Support

A-1 Total number of paid staff # 4.00 Tot. # Vols. 117

A-2	# Paid Staff	# Volunteers	Senior Aides are paid staff.
20 hours/week or more	3.00		
5 hrs./wk. up to 19.5 hrs/wk.	1.00	4.00	
1 hour/wk. up to 5 hours/wk.		25.00	
10 hrs./year to 50 hours/year		68.00	
Less than 10 hrs./year		20.00	

A-3 Est. Property Tax work hours at the COA - **A-3** \$ Maximum work-off amount:

A-4 SUM VOL. HOURS.# 5,124.00 → Do **not** include B1. (above)

II. Municipal Appropriation FY 2013

A. Local appropriation to COA: \$	<u>127,100.00</u>	(salary/operations)
B. Muni gift account? (Y/N)	<u>y</u>	Optional, see notes.* Have a "Friends of COA" group? (Y/N) <u>Y</u>
C. In-Kind, see Section IX.	<u>10,000</u>	Optional, see notes.* See definitions, page 4

III. Elder Service Counts

A. **Unduplicated Elders*** Served: # 1,720 (From page 3, section VI.A)
 [NO penalty for estimates]
 E Is this # Estimate (E) or Actual (A)

B. Of the **Unduplicated Elders** in IIIA.,note number of WOMEN: 1,257 MEN: 463.00

C. Of the **Unduplicated Elders** in IIIA., indicate percentage of:

<u>73</u> % Women	<u></u> % Nursing Home
<u>27</u> % Men	<u></u> % Disabled
<u></u> % Minority	<u>41.92</u> % 75 or over

IIID. **Non-Elders** Served: 81.00 (from page 3, section VII.A)

IV. Please identify successful/ongoing collaboration(s) with municipal "First Responders" and/or other public entities e.g., veterans, Bd of Health, schools, TRIAD & NOTE unmet needs.

Partnerships:
 FCHCC, BOH, Hospice of Franklin County, FoodBank of Western MA, Community Action, AARP Tax Aid, Greenfield Community College, Community Health Center of Franklin County, Other COA's, The Arbors of Greenfield

V. & Activities	Conducted by COA (X)	<A> Actual	Units of Service ("Duplicated")	<A>	Units of Service ("UnDuplicated")	Notes
			1-Jul-11 30-Jun-12	Actual	1-Jul-11 30-Jun-12	
OUTREACH/ADVOCACY						
a. General information services	X		1215		593	UnDuplicated count will be an estimate.
b. Case management/advocacy						
c. Health benefits counseling (SHINE)			126		79	44 sessions
d. Client finding						("new" contacts)
e. Legislative Hours			3		3	3
f. SALT			10		2	
PROFESSIONAL SERVICES						
g. Group support			103		27	# of sessions: 14 bereavement
h. Legal assistance			38		25	12
i. Financial Management						*ID
j. Mental Health						
k. Tax Aide			207		170	12
l.						
SUPPORT SERVICES						
m. Food shopping assistance						# of days/week:
n. Social (supportive) day care						(include "Are You OK?"/RUOK)
o. Friendly Visiting						Elder Affairs notes potential liability issues.
p. Telephone Reassurance.....						
q. Durable medical equipment loan						
r. Employment services						
s. Intergenerational	x		24		24	note chore, other: picnic w Recreation Dept
t. Transportation (TOTAL)						
ambulatory	x		357		141	volunteer drivers
non-ambulatory						
u. Minor Home Repair						
v. Newsletter			9600			x Monthly ___ Quaterly ___ Other
w. Brown Bag			1425		214	
x. SNAP			8		8	
Fuel Assistance	x		9		8	11

	Conducted by COA (X)	<A> Actual	Units of Service ("Duplicated") 1-Jul-11 30-Jun-12	<A> Actual	Units of Service ("UnDuplicated") 1-Jul-11 30-Jun-12	<A> Use an "A" to note Actual #'s only No penalty for "Best Estimates".	Notes
WELLNESS							
y. Health screening	x		482		113	# of sessions:	12
z. Other health services.....	x		201		66		Foot care 23 sessions
aa. Fitness/exercise	x						423
bb. Congregate meals							
cc. Home Delivered Meals							
dd. Health education	x		65		34	# of sessions:	8
ee. _____							
ff. _____							
OTHER							
gg. Recreation/Socialization.....	x		6899		577	# of sessions:	938
hh. Cultural events	x		151		51	# of events:	3
ii. Community Education	x		193		107		57
jj. Creative Aging	x		248		28		84
kk. Cultural Day Trips	x		69		57		2
ll. _____							

VI. A. Determine Unduplicated Elders Served:..... 1,720 (Do **NOT** sum!) -- see instructions.
(Also record on page 1 section IV. A)

B. Latest ESTIMATE of 60(+) Population: # 4070 2010 US Census
(source of this count)

VII. Service to NON-ELDERS	Conducted by COA (X)	<A> Actual	Units of Service "duplicated"	<A> Actual	Non-Elders "unduplicated"	Notes
NE1. General information.....	x		63			Exclude "a" above
NE2. Transportation (under 60)....						Exclude "t" above
NE3. Family assistance.....			55			

Determine **Non-Elders** Served: 81 (Do **NOT** sum!) -- see instructions.
(Also record on page 1 section V)

VIII. Summarize the COA's activities last year......highlights, accomplishments, notable issues, new programs, milestones. You may also note what did *not* happen as expected/hoped. (You may also attach the annual report you submitted to your municipality.)

FY2012: The 3rd consecutive year since the drastic loss of two staff positions in FY09 -- Wellness Coordinator and Volunteer Coordinator. The 1st year we found more efficient ways of operating, the 2nd year we refined those changes. But now with a 30% increase in new participants and social service needs still on the rise, the department simply needs more staff to meet the ever-growing service demand. The tapestry of our collective efforts is beginning to fray, with only 3.4 staff stretched to cover a full-time Senior Center year round. Adding new volunteers is not the solution as the GCOA is maxed out on volunteer management capacity. Despite the resource challenges, new programs have been added and the fitness program is being completely overhauled for FY13 to accommodate almost 50% growth. October 2012 marks the 30th year in the current facility. And indeed, the Greenfield COA has a state-of-the-art 1982 Senior Center. With each passing month it is becoming clear to increasingly more participants that a larger, updated facility is needed. A new facility being several years away, the COA began the process of installing automatic doors, to be completed in FY13. Progress! The boomers are certainly here and changing the landscape of programs and services. Creative Aging programs (art classes, writing, publishing) are very popular with senior-seniors and boomers alike, and we are looking to expand those offerings as space allows. Transportation, affordable housing, and benefits coordination are critical needs. The state needs to offer a benefits "common app", similar to the college common app, which could be used to submit for all social service benefits. Separate applications for SNAP, Fuel Assistance, Mass Health, etc. is confusing to consumers and a waste of precious front line resources. Greenfield seniors could benefit greatly from an outreach worker who could make home visits to help coordinate benefits and do limited case management functions.

X. In-Kind

In-kind represents tangible goods or services generally considered essential for the COA's operations, but **not** paid for out of its budget. Such services are **not** supervised by the COA, there is no CORI check or written job description, and the COA typically does not provide orientation, screening, periodic reviews and/or formal recognition.

Typical examples of in-kind follow; kindly (X) or indicate value in appropriate categories. Estimated In-Kind includes below items as well as from the optional Volunteer/In-Kind Resource Sheet/s.

	Rent/Space (gross sq. ft.)	x	Speakers/Presenters
	Transportation	x	Entertainers/entertainment
	Utilities		Furniture/Equipment
	Van, Garaging & Service	x	Supplies—program/office
x	Custodial/Maintenance		Renovations
x	Plowing/Outside Maintenance		Cable TV service
	Durable Medical Equipment		Luncheons/food
x	Recognition Event(s)	x	Books/Videos/Magazines
x	Donated goods		Subscriptions
			Intergenerational programs

A. 10,000 Estimated Total In-Kind. Please transfer to page 1, item ID. Thank you.

Grant funded positions such as Senior Aides, Green Thumb workers and meal site aides (Elder Nutrition Program only!) may be included under in-kind. This list is not exhaustive.

VOLUNTEER RESOURCE SHEET * - OPTIONAL (Pg.1)- FOR YEAR ENDING 30 JUNE 2012

NAME OF COUNCIL: **Greenfield COA**

How Many IN This Category?	TITLE/s represent some COA volunteer positions. Add/change title/s, as appropriate.	TOTAL HOURS	Estimated Hourly Pay Equivalent (Likely exceeds minimum wage.)*
1	Ask the Lawyer	43	\$936.97
15	Brown Bag	261	\$5,687.19
1	CISA	2	\$43.58
19	COA Board Member	279	\$6,079.41
12	Group Leader	386	\$8,410.94
8	MedRide Driver	1713	\$37,326.27
8	Newsletter Delivery	28	\$610.12
5	Nurse	41	\$893.39
3	Office Assistance	26	\$566.54
6	Project	66	\$1,438.14
22	Receptionist	1469	\$32,009.51
1	SHINE	110	\$2,396.90
8	Special Event	130	\$2,832.70
12	Tax Aide	340	\$7,408.60
2	Technology	229	\$4,989.91
123.00	TOTAL	5,123.00	\$ 111,630.17

SUM of all sheets (as applicable). Estimates are allowable.

***This form is required if Formula funds are used for volunteer recognition.**

For the purpose of this report, volunteers serve as staff: meaning, at least in theory, they could/should be paid by the community for their work. Typical/allowable positions are noted above -- including board members. Other may be added. No volunteer credit is given for tax work-off, or for RSVP service. Please transfer **SUMs** to Section 1 of EOEA-SGA. Thank you.