

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

Tel. # 413-772-1517
 FAX # 413-772-1512
E-MAIL hopem@Greenfield-MA.gov

Current Chair: Judith Young

Current Director/Coordinator: Hope Macary, RN

Days and Hours of Operation: Monday - Friday 9:00 a.m. to 4:00 p.m.

I. Staffing / Other Support

A-1 Total **number** of paid staff # 3.00 Tot. # Vols. 65

A-2	# Paid Staff	# Volunteers	<i>Senior Aides are paid staff.</i>
20 hours/week or more	<u>3</u>	<u>-</u>	
5 hrs./wk. up to 19.5 hrs/wk.		<u>1</u>	
1 hour/wk. up to 5 hours/wk.		<u>14</u>	
10 hrs./year to 50 hours/year		<u>30</u>	
Less than 10 hrs./year		<u>25</u>	

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

A-4 SUM VOL. HOURS.# 2,489.70 → Do **not** include B1. (above)

II. Municipal Appropriation FY 2014

A. Local appropriation to COA: \$	<u>126,555.00</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>40,000</u>	Optional, see notes. * See definitions, page 4

III. Elder Service Counts

A. Unduplicated Elders* Served: # 1,481 (From page 3, section VI.A)
 [NO penalty for estimates]
 Is IIIA. Actual "A" or A Estimated "E"

B. Of the **Unduplicated Elders** in IIIA., note **number** of WOMEN: 998 MEN: 483

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

<u>67</u> % Women	<u></u> % Nursing Home
<u>33</u> % Men	<u></u> % Disabled
<u></u> % Minority	<u>32</u> % 75 or over

IIID. **Non-Elders** Served: 171 (from page 3, section VII.A)

IV. Please note changes, if any, during the past year with respect to working with "first responders" and/or other initiatives: specific populations, e.g., veterans, limited English speakers, persons with disabilities, boomers, etc. Thank you.
 See Narrative pg. 4

V. & Activities	Conducted by COA (X)	<A> Actual	Units of Service ("Duplicated")	<A>	Units of Service ("UnDuplicated")	<A> Use an "A" to note Actual #'s only No penalty for "Best Estimates". Notes
			1-Jul-13 30-Jun-14	Actual	1-Jul-13 30-Jun-14	
OUTREACH/ADVOCACY						
a. General information services	x		1,245		862	UnDuplicated count will be an estimate.
b. Case management/advocacy						
c. Health benefits counseling (SHINE)	x		139		95	
d. Client finding			303		303	outreach to contact new seniors
e. Legislative Office Hours	x		18		15	11 sessions
f. Benefits Counseling	x		1			21 sessions
PROFESSIONAL SERVICES						
g. Group support *	x		34		10	6 sessions Low Vision
h. Legal assistance	x		42		29	13 sessions
i. Financial Management *						*ID
j. Mental Health						
k. Tax Aide	x		16		16	1 session
l. Shredding Event	x		33		33	1 session
SUPPORT SERVICES						
m. Food shopping assistance						# of days/week:
n. Social (supportive) day care						
o. Friendly Visiting						
p. Telephone Reassurance.....						(include "Are You OK?"/RUOK)
q. Durable medical equipment loan						Elder Affairs notes potential liability issues.
r. Employment services						
s. Intergenerational	x		19		19	1 session Camp Picnic
t. Transportation (TOTAL)						
ambulatory						
non-ambulatory						
u. Minor Home Repair						
v. Newsletter	x		12,000			x Monthly ___ Quaterly ___ Other
w. Brown Bag Food Distribution	x		1,143		214	13 sessions
x. A			22		22	2 sessions

	Conducted by COA (X)	<A> Actual	Units of Service ("Duplicated") 1-Jul-13 30-Jun-14	<A> Actual	Units of Service ("Unduplicated") 1-Jul-13 30-Jun-14	<A> Use an "A" to note Actual #'s only No penalty for "Best Estimates".	Notes
WELLNESS							
y. Health screening	x		213		74		31 sessions: RN Foot Care
z. Other health services.....	x		23		18		9 sessions Spec Check
aa. Fitness/exercise	x		4,894		179		465 sessions
bb. Congregate meals							
cc. Home Delivered Meals							
dd. Health education	x		64		58		6 sessions
ee. _____							
ff. _____							
OTHER							
gg. Recreation/Socialization.....	x		5,167		4446		1,025 sessions
hh. Cultural events	x		72		57		4 events:
ii. Community Education	x		319		122		53 sessions
jj. Creative Aging	x		194		27		97 sessions
kk. Cultural Day Trips	x		77		60		2
ll. Volunteer Trainings	x		11		11		2 sessions

VI. A. Determine Unduplicated Elders Served:..... 1,481 (Do **NOT** sum!) -- see instructions.
(Also record on page 1 section IV. A)

B. Latest ESTIMATE of 60(+) Population: # 4,070 2010 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		106		97	Exclude "a" above
NE2. Transportation (under 60)....						Exclude "t" above
NE3. Family assistance.....	x		106		97	

Determine **Non-Elders** Served: 171 (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.

We have strengthened existing community partnerships and added new partners in both private and public sectors, resulting in increased volunteerism, donations, programs, and services. Although AARP abruptly discontinued the Tax-Aide Service citing disagreements with Greenfield COA room use and CORI policies, a local business immediately filled the service gap by doing all senior tax returns free of charge. This new partnership will continue in FY15.

We continue to build on our Creative Aging Program with art shows, art classes for all levels, dance classes and performances, and a strong writing group who published (yet another) book by senior writers. They developed and maintain a blog.

We were able to expand educational offerings through partnerships with the library and PD, for example an E reader class and a Self Defense Course for women offered in the evening.

Our first Community Shred Event, held on a Saturday morning, was very well received with participants donating a total of almost \$400. In total for FY14 COA received approximately \$5,000 in donations.

We feel strongly that every day at least one physical activity class should be offered free of charge (donations accepted). Taught by certified instructors with decades of experience, our classes are quite popular and we need to keep adding more classes to alleviate overcrowding. The COA applied for and was awarded a \$5,000 grant from an anonymous local foundation to support the FY15 Group Fitness Program.

The COA applied for a Community Block Grant in the amount of \$29,000 to begin an Outreach Program. We received notification of an award in the amount of \$20,000. Although we will need to modify / reduce our original Program objectives, Greenfield can now develop Outreach services such as an RUOK-type telephone reassurance program. Discussions show promise for a partnership with the Community Farm, Just Roots, to establish a local produce distribution for seniors, as well as perhaps some cooking classes, gardening assistance, and other ideas.

All of this very positive forward momentum is seriously hampered by an outdated, overcrowded, inadequate facility which has been plagued by leaks, air quality issues, and limited parking. One third of the facility has had no heating or cooling for over a month and that problem continues at this time. In FY14 Mayor identified the building of a new Senior Center to be his top priority. The COA formed a New Senior Center Committee, and an RFP is under development at this writing.

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 iCORI 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
x	Utilities		Furniture/Equipment
	Van, Garaging & Service	x	Supplies—program/office
x	Custodial/Maintenance		Renovations
x	Plowing/Outside Maintenance		Cable TV service
	Durable Medical Equipment	x	Luncheons/food
x	Recognition Event(s)	x	Books/Videos/Magazines
x	Donated goods	x	Subscriptions
		x	Intergenerational programs

A. \$60,000 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.

A

VOLUNTEER RESOURCE SHEET * - OPTIONAL (Pg.1)- FOR YEAR ENDING 30 JUNE 2014

NAME OF COUNCIL: Greenfield

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	24	\$ 648.00
1	Benefits Counselor	37.25	\$ 1,005.75
24	Brown Bag	237	\$ 6,399.00
13	COA Board Member	196.03	\$ 5,292.90
2	Community Education	3.5	\$ 94.50
1	Entertainment Professional	2	\$ 54.00
12	Event Assistance	82.5	\$ 2,227.50
7	Group Leader	251.55	\$ 6,791.85
8	Newsletter	90.5	\$ 2,443.50
17	Receptionist	1,145.30	\$ 30,923.10
2	SHINE	132	\$ 3,564.00
10	Special Project	93.5	\$ 2,524.50
6	Tax Aide	34	\$ 918.00
1	Technology	135.7	\$ 3,660.30
A			
105	TOTAL	2,464.83	\$ 66,546.90

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.