



City of Happy Valley
 Community Development Department
 Public Service Grant Program

APPLICATION

Organization Name Happy Valley Human Resource Agency

Mailing Address 1254 Kermit Drive, Suite 202
Happy Valley

CEO/Executive Director John Hammrich

Phone xxx-xxx-xxxx Email jhammrich@hvhra.com

Does your organization have 501(c)3 tax-exempt status?

- Yes No Not Applicable – Governmental Entity or other eligible organization

DUNS Number XXXXXXXXXX SAMS Number XXXXXX EIN 62-XXXXXXXXXX

1. Name of Activity	Helping Vulnerable Seniors Live At Home
2. Physical Address of Activity	Home sites throughout Happy Valley
3. Requested CDBG Funding	\$10,000
4. Total Cost of Activity	\$37,500

5. To be eligible for CDBG funding, activities must meet a national objective identified in 24 CFR 570.201. Which of the following national objectives would your organization’s proposed activity satisfy?

- benefit to low- and moderate-income families; or
 aid in the prevention or elimination of slums or blight; or
 activities ... designed to meet other community development needs having a particular urgency

6. What needs or issues identified in Happy Valley’s most recent Consolidated Plan are addressed by your activity?

From the Consolidated Report:

“Specific housing and supportive service needs vary by population but all share a common need: safe, affordable housing. The City will use CDBG to provide grants to nonprofit agencies that provide services to many persons with special needs. ESG funds are allocated to nonprofit subrecipients that will provide emergency shelter services for the homeless, rapid re-housing services and prevention assistance to persons in danger of becoming homeless. Including the elderly, frail elderly, persons with disabilities (mental, physical, developmental), persons with alcohol or other drug addictions, persons with HIV/AIDS and their families, public housing residents and any other categories the jurisdiction may specify, and describe their supportive housing needs. • Elderly – Accessibility to facilitate independent living • Frail elderly – Assisted living services and accessibility issues.”

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7. **The proposed activity is:**
- A new activity
 - The continuation of an existing CDBG activity
 - The continuation of an existing non-CDBG activity
 - The expansion of an existing CDBG activity
 - The expansion of an existing non-CDBG activity

8. **Attach a detailed description of your proposed activity. Describe the work to be performed, including the activities to be undertaken or the services to be provided, the goals and objectives of the activity and the method of approach.**

(Be specific about the days/times of services and the frequency and duration of services received by the average client or participant.)

Happy Valley's Homemaker Program is the only program providing direct, essential in-home services to individuals who have been identified as victims of abuse, neglect, or exploitation. Many seniors in the community are victims of abuse at the hands of those trusted to protect them. These seniors suffer isolation with little or no social support. They are referred to the Homemaker Program in an attempt to reduce or eliminate the risk factors of abuse, neglect, or exploitation in order to allow them to remain SAFELY independent at home, when possible.

The National Elder Mistreatment Study states one in nine (11%) seniors report they have been abused, neglected, or exploited in the past twelve months. Based upon census data this means there are over 3,617 victims in Valley County. Unfortunately only 4% (one in 23.5 persons) will report this abuse to the authorities. Even worse the National Center on Elder Abuse reports 90% of abusers are family members or trusted friends. Research continues to show social support emerges as both the central risk and protective factor for virtually all forms of elder mistreatment. Social support often links to improved physical and mental health for seniors. The National Elder Mistreatment Study explains programs such as the Homemaker Program that provide support and monitoring to this vulnerable population have been the most effective, useful, and feasible intervention to prevent or limit older adult mistreatment.

The Homemaker Program provides essential in-home services, monitoring, and case management services to victims identified by Adult Protective Services as well as seniors referred to Mid-Cumberland who can no longer care for themselves. The goal is to keep all elderly and/or disabled persons in their own homes for as long as possible; free of abuse, neglect, or exploitation. The Homemaker Program often acts as the client's only advocate and seeks to reduce or eliminate the risk of future abuse, neglect, or exploitation.

Homemakers assist with investigations and monitoring cases for on-going risk factors. Staff assist clients with routine household tasks, meal preparation, budgeting, bill paying, grocery shopping, essential transportation, access to legal assistance, access to medical care, community resources, and personal care. Staff provide emotional support to clients who are suffering from depression, loneliness, abuse, or exploitation. The Homemaker Program stays in the home of vulnerable individuals as long as services are needed which is predominantly until the abuse, neglect, or exploitation is significantly reduced or eliminated or the client becomes eligible for other services.

As mentioned earlier Valley County individuals may also be referred to the Homemaker Program when they are no longer able to do for themselves. These individuals may not be victims of abuse, neglect, or exploitation but are at risk of self-neglect. The Program actively seeks out additional funding streams for all clients and is often able to transition clients to other programs once the abuse, neglect, or exploitation has been resolved. Without the help of the Homemaker Program, elderly or disabled clients would not be able to safely maintain their independence and might be forced to enter a nursing home prematurely or worse remain a victim of abuse, neglect, or exploitation at the hands of those that are supposed to protect them.

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9. HUD grantees and subrecipients are required to report measureable outcomes for all activities funded. What are the proposed outcomes of your activity and how will you measure them?

90% of clients served will be able to remain SAFELY independent, living at home.

10. What population/area would your proposed activity serve?

(Check any that apply)

- Children (Age 17 and younger)
- Young adults (Age 18-24)
- Adults (Age 25-61)
- Elderly (Age 62 and older)
- Families with children
- Victims of domestic abuse
- Persons with disabilities
- Homeless
- Other:
- An area:

11. How many unduplicated persons do you expect to serve with your activity? 15

12. What are the eligibility requirements (if any) for your activity?

Any adult 18 years or older identified as a victim of abuse, neglect, or exploitation by the Department of Human Service’s Adult Protective Services program is eligible for services through the Homemaker Program. Individuals may also be referred to the Homemaker Program when they are no longer able to do for themselves. These individuals may not be victims of abuse, neglect, or exploitation but must be at risk of self-neglect, abuse, or exploitation. The average age of clients in Rutherford County is 69 years of age. CDBG funds will only be used for services provided to seniors at risk of abuse, exploitation, or neglect including self-neglect.

The Homemaker Program completes an initial assessment within 30 days as well as ongoing quarterly and semi-annual assessments to determine continued need for services. The need for service is established when an individual or family is experiencing specific personal or social problems for which Homemaker Service is deemed to be appropriate.

13. CDBG regulations require grantees and subrecipients to collect and report demographic information, as well as to document income. How will your organization collect the required information?

The Homemaker Program completes daily records of services. An Access database is used to track clients and services provided to ensure eligibility requirements have been met and to accurately report clients served by age, gender, location, success rates, etc. without any duplication. Service plans are developed for each client and reassessed at least every six months by Coordinator at which time any adjustments to services can be made to assure the appropriate and highest quality of service is provided. Random phone calls and satisfaction surveys are also completed. In addition, the Program is monitored annually by the Department of Finance and Administration, Department of Mental Health’s Licensure Office, Department of Human Services, and Area Agency on Aging and Disability to assure compliance with contract and licensure requirements, goals, and objectives.

14. Identify who will be responsible for planning, implementation, follow-up and reporting. (Provide contact information.)

Deborah Gomes Director of Home and Community Based Services xxx-xxx-xxxx

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15. Identify who will be responsible for record keeping. (Provide contact information.)

Aden Brooks, Program Manager xxx-xxx-xxxx

16. Briefly describe how your organization uses volunteers.

The In-Home Service Division does not use volunteers due to HIPAA and other privacy issues. Other programs in the agency do use volunteers. Meals-on-Wheels uses volunteers to pack and deliver meals and write nourishing notes to seniors delivered along with the meal. The Ombudsmen program uses volunteers to make quality control visits to nursing homes.

17. How does your organization identify prospective clients and make them aware your services are available to all eligible persons, including those with disabilities, on a non-discriminatory basis?

The majority of clients are referred by Adult Protective Services. Clients who are not referred by Adult Protective Services are referred to the program through a variety of means such as doctors, neighbors, social workers, churches, friends, family members or "word of mouth". The program has a long history of working with those who are physically and mentally disabled, and the agency has a non-discrimination policy.

<p>18. Does your organization have written policies and procedures in place to ensure that no person otherwise eligible for service shall solely by reason of their disability be excluded from participation or be denied benefits offered by your program?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>19. Does your organization have written policies and procedures in place to ensure meaningful access to programs and activities for persons with limited English proficiency (LEP)?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>20. Does your organization have a formal process for a client to file a grievance?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>21. Does your organization have a formal process for the termination of assistance to a client, including a process that recognizes the right of the individual(s) affected to a hearing?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>22. Does your organization provide a terminated client the reason in writing?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>

23. Is your organization faith-based? Yes No

24. If you checked “Yes” to Question 22, briefly explain how your agency will demonstrate compliance with 24 CFR 570.200(j) which prohibits inherently religious activities.

25. For what expenses will your agency be seeking reimbursement using CDBG funds?

Staff salaries for 333 hours of client care to support seniors age 60+ to continue to live at home independently.

26. Describe your agency’s experience administering Federal, state, local and/or private grants.

HVHRA as an agency has 43 years of experience in administering Federal, state, and private grants. Homemaker receives funding from the Social Services Block Grant. The program has to follow very detailed reporting guidelines to meet the requirements of this grant, and Homemaker has extensive experience in administering grants of all types.

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- 27. Did your organization spend more than \$750,000 in Federal awards during its most recent fiscal year?** Yes No
- 28. Is CDBG the primary source of cash funding for the proposed activity?** Yes No
- 29. How does your organization leverage resources by coordinating services with other community organizations?**

The program has deep roots in the counties it serves. The Director has over 10 years of experience with four Regional Coordinators offering over 35 years of direct experience within the EAP program. The administrative team was expanded to meet additional needs in July 2014 and now boasts a total of 5 professional Coordinators in 13 counties with over 45 years of experience dealing with this population. This experience coupled with HVHRA's 43 year presence has helped establish the deep roots in the community that are necessary since the successful outcomes of many of the cases depend on the ability of staff to garner community resources.

Staff must keep abreast of current events in the community and create partnerships with non-profits who can help with a variety of needs. Staff must also know the key players both in local governmental and citizenry in the communities served. These key players can often expediently and efficiently help aid vulnerable victims especially in emergency situations.

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APPLICATION SCORE SHEET	
1. Which of the following national objectives would the proposed activity satisfy?	
2. What needs or issues identified in Happy Valley's most recent Consolidated Plan are addressed by the proposed activity?	
3. The proposed activity is:	
4. Applicant is to provide a detailed description of its proposed activity.	
5. HUD grantees and subrecipients are required to report measureable outcomes for all activities funded.	
6. How well does the applicant address Title VI and other civil rights requirements?	
7. What is the level of the applicant's experience administering Federal, state, and/or private grants?	
8. Is CDBG the primary source of cash funding for the proposed project?	
9. How does the applicant leverage resources by coordinating services with other community organizations?	
10. After reviewing the activity application, taking into account activity goals and objectives, agency capacity, and bang-for-the buck, should the City use Public Service Grant money to fund the project?	
TOTAL POINTS	