

Regional Funding

Fiscal Year 2020 - Partner Funding Application

Rappahannock Area Agency on Aging

Agency Information

General Information

Agency Name	Rappahannock Area Agency on Aging
Physical Address	460 Lendall Lane, Fredericksburg, VA, 22405, U.S.A.
Mailing Address	460 Lendall Lane, Fredericksburg, VA 22405
Agency Phone Number	(540) 371-3375
Federal Tax ID #	54-1027651
Web Address	www.healthygenerations.org
Agency Email Address	asnyder@healthygenerations.org

Agency Mission Statement

Our mission is to enhance the quality of life for all older citizens and individuals with disabilities.

Number of Years in Operation	40
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Main Contact

Main Contact	Leigh Wade, phone: (540) 371-3375, email: lwade@healthygenerations.org
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Job Title	Executive Director
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Localities Served

Please select any/all localities your agency serves.

Caroline	<input checked="" type="checkbox"/>
Fredericksburg	<input checked="" type="checkbox"/>
King George	<input checked="" type="checkbox"/>
Spotsylvania	<input checked="" type="checkbox"/>
Stafford	<input checked="" type="checkbox"/>

Collaborative Impact

Describe in detail how the community would be impacted if your agency were dissolved or merged with another partner agency.

The impact on our community would be devastating to the senior population and those who care for them. Healthy Generations Area Agency on Aging, as dictated under the Federally funded Older Americans Act, for planning district 16. If we were dissolved or merged with another partner agency, the state would not be able to allocate the designated funding to our area.

Community Impact

Please provide at least 2 examples of how your services have impacted members of our community.

Example 1

John* (changed to protect anonymity), a 66 year old Caroline County resident, started receiving services just before the start of FY16, prior to assessment and enrollment in RAAA services John had no routine access to transportation, limited access to appropriate or sufficient nutrition, little to no social interaction or physical activity, and a generally poor outlook on life. After almost a year of waiting for services, John was assessed, triaged, and assigned a number of supportive services through RAAA in late FY15. As a participant in the Caroline County Senior Cafe receiving routine transportation, appropriate nutrition, access to opportunities to socialize, and regular physical activity, John reports a complete turnaround in his overall satisfaction and well-being. John now receives, several nutritionally appropriate meals multiple days each week, access to fresh meats, vegetables, and produce on a weekly basis, opportunities for social interaction, physical activity and transportation to grocery shopping, pharmacy visits, and medical appointments. John reports that his life is so much more exciting now! He said that he enjoys dancing with the other clients. He is able to take his medications on a regular basis and he has found life long friendships at the cafe. John admits that he was very depressed prior to starting services with the agency. But now, he finds many reasons to smile!

Example 2

Jane, a 94 year old Fredericksburg resident who received a terminal medical diagnosis of less than 6 months several years ago, was able to remain safely in her home until her passing in early FY17. Jane received homemaking assistance on a bi-monthly basis and these small in-home supports made it possible for her to remain independent and in her own home throughout her illness. Jane received services through RAAA for 5 years which provided her with personal independence through the end of her life. Not only do homemaker services provide for our client's dignity and independence but, the benefit to the community in cost savings over care in a facility and benefits the client receives supports her well-being and quality of life until the end. Her family reports that without these services, they would have to place her in a nursing home. They knew once she was placed in a nursing home, she would become depressed and more likely to grow depressed due to the lack of her independence and freedom. The family is very appreciative of the services provided by the agency and have donated time and talent to tell others about the value that the agency brings to the community. The services provided to their loved one was vital during the moments of crisis when their mother was hospitalized. Additionally, they were able to increase services as needed on an interim basis to ensure her good health and safety.

Example 3 (Optional)

Rappahannock Area Agency on Aging

Agency Budget Narrative

Administrative Expenses

Provide an overview of the administrative costs for your agency.

The administrative cost for the agency is built on the indirect cost associated with running an operation. The cost included in this category are Executive Director, Finance Director, and IT support. The cost are currently around 9% max for the overall administration of the agency which is low compared to other agencies of comparable size. We have worked hard to enhance services while lowering the overhead cost of the agency. Also with the ability to purchase our own building with USDA funding, our rent cost have decreased. However, despite our best efforts, our cost for health insurance, utilities and other costs continue to increase. Federal Grants have increased and were used to offset these cost. We continually search for new ways to save costs.

If your agency is requesting an increase or decrease in administrative funding, please describe in detail the reasons for these changes.

We have been able to eliminate one position within the agency. This has been accomplished by spreading the responsibilities of that position among four other staff members. We are experiencing an ongoing increase in benefits for staff. Our agency has received an increase of 64% in the insurance rates but found alternative coverage for employees. However, we have needed to increase salaries to keep up with the employees hiring market. We have lost several long term employees to better paying positions within the region. We continuously review our benefits package and salary structure to determine ways to retain highly qualified employees without stretching the budget.

Please provide justification for and specific amounts of administrative costs that are defrayed by locality funds.

No administrative cost are charged to the funding provided by the localities. All administrative cost are paid by grants.

Capital Expenses

Please provide an overview of the capital costs for your agency.

Each year, the agency applies for funding with the Department of Rail and Public Transit to pay for vehicles. For the past several years, the agency has received 2-3 vehicles annually. The vehicles are used to replace current vehicles in use to transport residents throughout the region. The agency will receive 2 vehicles for fiscal year 2018. Our vehicles logged a total of 362,291 miles during 2017. We are exploring ways to supplement the cost of replacing these vehicles by minimizing emergency repairs using a local mechanic for maintenance cost/plan for each vehicle. We have implemented a 5 year plan to assist us in spreading the costs for upkeep over a 5 year span. Finally, we utilize tech shop to reduce the cost of software programs for the agency.

Please provide justification for and specific amounts of capital costs that are defrayed by locality funds.

A portion of the funding received will be used to pay the matching portion required by the grantor for the purchase of the vehicle. The remaining funding needed to purchase the vehicles will be provided by the Department of Rail and Public Transit.

Salary & Benefit Expenses

Please provide an overview of any increases or decreases in general personnel expenses for your agency.

We have experienced an increase in salary expectations of new employees hired for existing positions. We have also experienced an increase in health cost . The increase revenue streams help to offset any increase that will be incurred during this grant cycle.

Please provide a description of any changes to agency benefits structure or cost.

The board is reviewing the HR manual currently. A lower cost health insurance plan, was chosen after market analysis during July 2018. Despite the lower cost health insurance plan, we have still seen an increase of 64%. Also the board is proposing to reduce the amount of contributions to employee SEP plans (retirement).

Budget Issues

Provide any legislative initiatives or issues that may impact the agency for the upcoming year.

We have not experienced any funding cuts to grants during 2018 . We continuously monitor the federal grants and state grants to anticipate any proposed funding reductions. Currently, we did receive an increase in federal funding for 2018. However, the funding may change for FY 2019 - 20202.

If you are aware of “outside” funding sources that will expire or be reduced on a set cycle or date, please note those below and how you are planning for them.

We are unaware of any outside funding source changes that will be implemented this year. However, we continuously are reminded of the reductions in federal funding due to sequestration. While a budget was approved for the first time in several years (other than the continuing resolution), the landscape in DC is changing. As such, the ripple effect is far reaching. Virginia, especially our area, is dependent on federal jobs for funding support. If federal jobs are cut, taxes are cut at the state level. Also the current administration seems to support a reduction in our programs or potential elimination. The proposed cuts would eliminate senior employment programs, assistance to individuals who are seeking information on Medicare, transportation programs and others. If enacted, our agency could potentially lose up to 50% of our funding. So we continuously watch the funding discussions.

Please detail any identified agency needs or areas of concern that are currently not being addressed in your funding request.

We have noticed that the market for employees has improved. So many of our talented employees are leaving for better paying positions. We continue to evaluate our abilities to pay our employees a decent wage, but with the ongoing budgets, keeping talented employees is becoming a burden.

Rappahannock Area Agency on Aging

Agency Total Budget

In the boxes below provide an overview of the administrative costs associated with your total agency budget.

Expenses

	FY 2017 Actual	FY 2018 Budgeted	FY 2018 Actual	FY 2019 Budgeted	FY 2020
Salary	1,301,563.0 0	1,300,000.0 0	1,239,850.0 0	1,300,000.0 0	1,300,000.0
Benefits	416,500.00	416,000.00	224,954.00	275,000.00	275,000.00
Operating Expenses	734,517.00	735,000.00	624,911.00	625,000.00	625,000.00
Capital Expenses	65,000.00	127,443.00	122,801.00	122,825.00	122,825.00
Other Expenses	183,925.00	185,000.00	151,447.00	152,000.00	152,000.00
Total	2,701,505.0 0	2,763,443.0 0	2,363,963.0 0	2,474,825.0 0	2,474,825.00

Revenues

Please include revenue associated with your entire organization. This section represents the TOTAL revenue your organization is receiving. The revenue associated with specific programs will be listed within your program budgets; this section represents total revenues. (For example if your organization requests funding for multiple programs the total amount requested from each locality or other entities goes within this section)

	FY 2017 Actual	FY 2018 Budgeted	FY 2018 Actual	FY 2019 Budgeted	FY 2020
Caroline	30,000.00	13,000.00	13,000.00	13,000.00	13,000.00
Fredericksburg	7,880.00	7,880.00	7,880.00	7,880.00	7,880.00
King George	12,616.00	12,616.00	12,616.00	12,616.00	12,616.00
Spotsylvania	31,885.00	31,885.00	31,885.00	31,885.00	31,885.00
Stafford	27,946.00	27,946.00	27,946.00	27,946.00	27,946.00
United Way	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00
Grants	2,502,223.0 0	2,561,966.0 0	2,161,966.0 0	2,272,828.0 0	2,272,828.00
Client Fees					
Fundraising	11,205.00	11,000.00	11,520.00	11,520.00	11,520.00
Other (Click to itemize)	74,250.00	93,650.00	93,650.00	93,650.00	93,650.00

	FY 2017 Actual	FY 2018 Budgeted	FY 2018 Actual	FY 2019 Budgeted	FY 2020
Total	2,701,505.0 0	2,763,443.0 0	2,363,963.0 0	2,474,825.0 0	2,474,825.00

Surplus / Deficit

	FY 2017 Actual	FY 2018 Budgeted	FY 2018 Actual	FY 2019 Budgeted	FY 2020
Surplus or Deficit	0.00	0.00	0.00	0.00	0.00

Rappahannock Area Agency on Aging

Locality Information

Locality Notes

Please use the spaces below to provide any locality specific notes or statements that may be relevant to your application.

Caroline County

The Caroline cafes are the reigning champions of the Cornhole Tournament held in May among all jurisdictions. Additionally, they ranked very high in the annual fashion show. We have also seen an increase in the need for transportation in Caroline County. But most of all, the highest need for assistance in Caroline county is for emergency repairs. We have seen some of the most deplorable situations in Caroline County. We recognize that many of the residents do not have resources to make badly needed repairs to their homes. Our funding is not sufficient to meet all the needs.

City of Fredericksburg

The Fredericksburg Cafe is now located at the downtown Fredericksburg Baptist Church. We had to move the cafe from Old Shiloh Baptist Church due to the inability to meet the ADA requirements in our contract with our grantor agency. The new location allows our participants to receive hot meals from the Micah Cafe. We have seen an increase in the participation of our clients due to the hot meal option.

King George County

Through a partnership with Rappahannock Adult Activities, Inc. RAAA is providing services to several additional community members who may otherwise not be participating in an active, social setting with appropriate nutrition, activities and individual support from an RAAI assigned staff member. King George was the first location to implement this one of a kind partnership and is the most successful program in our area. The RAAI partnership is in the process of expanding to other areas and Senior Cafes based on the model established initially in King George County. Also an RAAA partnership with Bay Aging provides weekly shopping trips to individuals with limited access to transportation in King George. Residents of King George are offered a trip to Central Park for shopping, dining and activities. This partnership continues to grow.

Spotsylvania County

The Spotsylvania County Sherriff's office is a community partner of RAAA sponsoring multiple events throughout the year which benefit RAAA's clients including a client favorite "Blue Christmas - Shop with a Cop" for Christmas. Spotsylvania also has a "Stuff a Cruiser" event during July. This year, other jurisdictions followed the lead of the Spotsylvania Sheriff's department and participated in this event. This year, the group was able to raise over \$1,200 which was used to take residents to a movie and dinner. Each event typically results in household goods and supplies which are then distributed to clients in multiple programs. Spotsylvania continues to be our most active program with the most participants in all services.

Stafford County

In Stafford County the Nutrition Director is currently working with Healthy Start to develop an intergenerational program for Healthy Start aged children and Senior Cafe participants. This will enrich the experience of both populations as has been seen in the existing successful Healthy Start Intergenerational program operating in Caroline County. Additionally the Stafford County Sherriff's office has assisted by

supporting "Stuff a Cruiser" and "Shop with a Cop" events for RAAA clients. We have also partnered with Virginia Tech Cooperative Extension program to start a Lift (Long Life Improvement through Fitness Together) program. This program is designed to help our older residents learn to safely exercise using weights (in a chair when necessary). This program assists in reducing falls and also helps individuals become more active.

Rappahannock Area Agency on Aging - Transportation

Program Overview

You may save your work at any time by clicking on the "Save My Work" link/icon at the bottom or top of the page.

When you have completed all questions on the form, select the "Save My Work and Mark as Completed" link/icon at the bottom or top of this page.

You may also SWITCH between forms in this application by using the SWITCH FORMS feature in the upper right corner. When switching forms, any updates to the existing form will automatically be saved.

General Information

Program Name Transportation

Is this a new program? No

Program Contact

Name Boyd Elliott

Title Director of Transportation

Email bellriott@healthygenerations.org

Phone (540) 371-3375

Program Purpose / Description

Provide an overview of this program

The purpose of the transportation program is to provide access to Senior Cafe participation for those who are no longer driving and who have no other daytime method of transit. Transportation is provided throughout planning district 16 to Senior Cafe sites in addition to day-trip locations, shopping, and area-wide nutrition programs and presentations. The transportation program provides the little extra help to an older, frailer individual who is in need of assistance that will keep them in their own home for a longer period. The service is conducted by a trained van driver who offers personalized service from door to door. The service is geared towards individuals who are low income, socially disadvantaged older person aged 60 and older. The van driver is able to build a rapport with the older adult. This service provides participants an opportunity to shop for groceries, life-saving medications, banking, and other socialization.

Client Fees

Please describe the fees clients must pay for the services by this program.

The majority of the cost for services are funded with federal funds under the Older Americans Act. The Older Americans Act prohibits fees, however, donations are accepted on a voluntary basis.

Justification of Need

Please state clearly why this service should be provided to the citizens of the region and why the localities should consider this funding request.

72% of clients requesting nutrition assistance are unable to provide their own transportation. These clients benefit greatly from the many opportunities offered at the Senior Cafes, including: frequent socialization with clients, staff community members and volunteers, physical activity - balancing training, limited mobility calisthenics, chronic disease self- management training, educational and information presentations, crafts, art projects and many other options. None of which would be possible without managed transportation. In FY18 the agency provided 18,701 one-way trips to 123 individuals. With a fleet of 32 vans, the drivers logged 258,531 miles during the year. If the agency were impacted to the extent that our agency would shut down, the funds would be placed within another Area Agency on Aging from ad different area. There would be no assurance that planning district 16 would receive their "fair share" of federal and state funding.

If this is a new program, be sure to include the benefits to the region for funding a new request.

This is not a new program.

Target Audience and Service Delivery

Describe the program's intended audience or client base and how those clients are served.

Transportation is offered to individuals who participate in the activities of the agency's Senior Cafes across PD16. Transportation programs are for older residents, aged 60 and older or that reside in planning district 16 which includes the city of Fredericksburg, and the counties of Spotsylvania, Stafford, Caroline and King George. Clients are picked up from their home and taken to the cafe (meal site) for educational programs, socialization, recreation and nutritious meals. Clients are also offered an opportunity to go to the grocery store, pick up medications from the pharmacy, go to doctor appointments and other area events.

If your program has specific entry or application criteria, please describe it here.

Clients are age 60 and older or qualified disabled individuals under age 60 with a caregiver who participates and are qualified using the Virginia UAI (Universal Assessment Instrument) to determine level of need and triaged to receive services based on individual need and service availability. These clients typically are unable to drive, have voluntarily released their drivers license, have no other means to travel, and cannot get around town.

Rappahannock Area Agency on Aging - Transportation

Program Budget Narrative

Please indicate in detail reasons for increases or decreases in the amounts you are requesting.

No change in the requested funds from each jurisdiction.

If an increase is being requested, please describe the impact not receiving an increase would have on the program.

No change in the requested funds from each jurisdiction.

In particular, please describe in detail if any increase is sought for new positions or personnel.

No change in the requested funds from each jurisdiction.

Rappahannock Area Agency on Aging - Transportation

Program Specific Budget

Please provide your program specific budget below.

Expenses

	FY 2017 Actual	FY 2018 Budgeted	FY 2018 Actual	FY 2019 Budgeted	FY 2020
Personnel	245,000.00	245,000.00	245,000.00	245,000.00	245,000.00
Benefits	78,400.00	78,400.00	78,400.00	78,400.00	78,400.00
Operating Expenses	192,350.00	205,000.00	205,000.00	205,000.00	205,000.00
Capital Expenses	65,000.00	127,443.00	127,443.00	127,443.00	127,443.00
Total	580,750.00	655,843.00	655,843.00	655,843.00	655,843.00

Revenues

This section represents revenue specifically associated with your program. Revenue that supports the implementation of your program and the services provided to the community.

	FY 2017 Actual	FY 2018 Budgeted	FY 2018 Actual	FY 2019 Budgeted	FY 2020
Caroline	5,879.00	2,879.00	2,879.00	2,879.00	2,879.00
Fredericksburg	2,318.00	2,318.00	2,318.00	2,318.00	2,318.00
King George	3,154.00	3,154.00	3,154.00	3,154.00	3,154.00
Spotsylvania	10,272.00	10,272.00	10,272.00	10,272.00	10,272.00
Stafford	8,241.00	8,241.00	8,241.00	8,241.00	8,241.00
United Way	0.00	0.00	0.00	0.00	0.00
Grants	489,136.00	543,829.00	543,829.00	543,829.00	543,829.00
Client Fees					
Fundraising	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00
Other (Click to itemize)	54,250.00	77,650.00	77,650.00	77,650.00	77,650.00
Total	580,750.00	655,843.00	655,843.00	655,843.00	655,843.00

Surplus / Deficit

	FY 2017 Actual	FY 2018 Budgeted	FY 2018 Actual	FY 2019 Budgeted	FY 2020
Surplus or Deficit	0.00	0.00	0.00	0.00	0.00

Rappahannock Area Agency on Aging - Transportation

[View Diagram](#) Goals and Objectives

Goals

Goal:

The goal of the Transportation Program is to enable frail, homebound older adults aged 60 and older to remain physically and mentally healthy while living independent in their own homes. These services will reduce, prevent or delay the more costly option of premature nursing home placement. The agency provides transportation to mobility challenged residents aged 60 and older.

Objectives

	2017 Baseline	2017 Year End	2018 Baseline	2019 Baseline	
Approximately 150 program participants will be transported to the meal centers, essential shopping and medical appointments. This program only relates to elderly residents who are enrolled in the Senior Cafe's nutrition programs.	Total # Clients Served	150	123	150	115
	Total # Clients Achieved/Successful	125	123	150	115
	% Achieved / Successful	83.33	100	100	100
Participants can depend on regular and reliable transportation for reasons described in Transportation Objective 1 in order to allow all participants to become less dependent on unreliable and costly modes of transportation. Participants are less isolated due to increased mobility.	Total # Clients Served	150	123	150	115
	Total # Clients Achieved/Successful	125	123	125	115
	% Achieved / Successful	83.33	100	83.33	100

Explanation & Overview

If your outcomes are significantly less than your stated objectives, please note any reasons why this might be the case

Our projections for transportation use were slightly off. Many new participants were unexpectedly able to provide their own transportation.

Updates for FY2018

Please note any changes you plan to make to the program, or the stated goals and

objectives, given the data you have reported

We have decreased our projection to be more in line with our actual client participation.

If you are restating the goals or objectives for the prior calendar year, please include those here

The goal of the Transportation Program is to enable frail, homebound older adults aged 60 and older to remain physically and mentally healthy while living independent in their own homes. These services will reduce, prevent or delay the more costly option of premature nursing home placement. The agency provides transportation to mobility challenged residents aged 60 and older.

Goal: Transportation service helps prevent unnecessary or premature institutionalization.

Objectives

		2017 Baseline	2017 Year End	2018 Baseline	2019 Baseline
Approximately 125 program participants will be transported to the meal centers, essential shopping and medical appointments. This program only relates to elderly residents who are enrolled in the Senior Cafe's nutrition programs.	Total # Clients Served	150	123	150	125
	Total # Clients Achieved/Successful	125	123	150	125
	% Achieved / Successful	83.33	100	100	100
Participants can depend on regular and reliable transportation for reasons described in Objective 1 of Goal 2 in order to allow all participants to become less dependent on unreliable and costly modes of transportation. Participants are less isolated due to increased mobility.	Total # Clients Served	150	123	150	125
	Total # Clients Achieved/Successful	125	123	125	125
	% Achieved / Successful	83.33	100	83.33	100

Explanation & Overview

If your outcomes are significantly less than your stated objectives, please note any reasons why this might be the case

Our numbers were slightly out of line as there was additional participation by individuals able to provide their own transportation.

Updates for FY2018

Please note any changes you plan to make to the program, or the stated goals and objectives, given the data you have reported

We have slightly reduced the projections to be in line with client participation.

If you are restating the goals or objectives for the prior calendar year, please include those here

Transportation service helps prevent unnecessary or premature institutionalization.

Rappahannock Area Agency on Aging - Transportation

Number of Individuals Served

Localities

Please provide the actual numbers of individuals served in this program during FY2017 and FY2018, the estimated numbers of individuals served in FY2019 and the projected numbers of individuals served in FY2020.

Locality	FY2017 (Actual)	FY2018 (Actual)	FY 2019 Estimate	FY 2020 Projected
Fredericksburg City	40	6	7	7
Caroline County	33	20	21	21
King George County	24	13	14	14
Spotsylvania County	152	51	52	52
Stafford County	116	33	34	34
Other Localities	0	0	0	0
Total	365	123	128	128

Rappahannock Area Agency on Aging - Transportation

Collaborative Impact

Efforts and Partnerships

Describe in detail examples of collaborative efforts and key partnerships between your program and the other programs or agencies in the area.

Many community organizations and Departments of Social Services refer community members to the agency for assistance for seniors. The transportation program, in conjunction with other agency programs, works the local Sheriff's departments, The Silver Companies, local churches, and other community groups, like the rotary - throughout the year to gather and distribute donations to clients including: clothing, bedding, cleaning supplies, food items, personal hygiene supplies, and other items. Agency leadership is continually working to identify and access any viable partnerships which would benefit local seniors. The agency is continually seeking volunteers within business to provide a short time, one day service for our clients.

Collaborative Impact

Describe in detail how the community would be impacted if your program were dissolved or merged with another partner agency.

If the agency were impacted to extent that our agency would shut down, the funds would be placed within another Are Agency on Agency from a different area. There would be no assurance that planning district 16 would receive their "fair share" of federal and state funding.

Regional Funding

Fiscal Year 2020 - Partner Funding Application

Rappahannock Area Agency on Aging

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Main Contact

Main Contact	Leigh Wade, phone: (540) 371-3375, email: lwade@healthygenerations.org
Job Title	Executive Director

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The impact on our community would be devastating to the senior population and those who care for them. Healthy Generations Area Agency on Aging, as dictated under the Federally funded Older Americans Act, for planning district 16. If we were dissolved or merged with another partner agency, the state would not be able to allocate the designated funding to our area.

Community Impact

Please provide at least 2 examples of how your services have impacted members of our community.

Example 1

John* (changed to protect anonymity), a 66 year old Caroline County resident, started receiving services just before the start of FY16, prior to assessment and enrollment in RAAA services John had no routine access to transportation, limited access to appropriate or sufficient nutrition, little to no social interaction or physical activity, and a generally poor outlook on life. After almost a year of waiting for services, John was assessed, triaged, and assigned a number of supportive services through RAAA in late FY15. As a participant in the Caroline County Senior Cafe receiving routine transportation, appropriate nutrition, access to opportunities to socialize, and regular physical activity, John reports a complete turnaround in his overall satisfaction and well-being. John now receives, several nutritionally appropriate meals multiple days each week, access to fresh meats, vegetables, and produce on a weekly basis, opportunities for social interaction, physical activity and transportation to grocery shopping, pharmacy visits, and medical appointments. John reports that his life is so much more exciting now! He said that he enjoys dancing with the other clients. He is able to take his medications on a regular basis and he has found life long friendships at the cafe. John admits that he was very depressed prior to starting services with the agency. But now, he finds many reasons to smile!

Example 2

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Example 3 (Optional)

Rappahannock Area Agency on Aging

Agency Budget Narrative

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Capital Expenses

Please provide an overview of the capital costs for your agency.

Each year, the agency applies for funding with the Department of Rail and Public Transit to pay for vehicles. For the past several years, the agency has received 2-3 vehicles annually. The vehicles are used to replace current vehicles in use to transport residents throughout the region. The agency will receive 2 vehicles for fiscal year 2018. Our vehicles logged a total of 362,291 miles during 2017. We are exploring ways to supplement the cost of replacing these vehicles by minimizing emergency repairs using a local mechanic for maintenance cost/plan for each vehicle. We have implemented a 5 year plan to assist us in spreading the costs for upkeep over a 5 year span. Finally, we utilize tech shop to reduce the cost of software programs for the agency.

Please provide justification for and specific amounts of capital costs that are defrayed by locality funds.

A portion of the funding received will be used to pay the matching portion required by the grantor for the purchase of the vehicle. The remaining funding needed to purchase the vehicles will be provided by the Department of Rail and Public Transit.

Salary & Benefit Expenses

Please provide an overview of any increases or decreases in general personnel expenses for your agency.

We have experienced an increase in salary expectations of new employees hired for existing positions. We have also experienced an increase in health cost . The increase revenue streams help to offset any increase that will be incurred during this grant cycle.

Please provide a description of any changes to agency benefits structure or cost.

The board is reviewing the HR manual currently. A lower cost health insurance plan, was chosen after market analysis during July 2018. Despite the lower cost health insurance plan, we have still seen an increase of 64%. Also the board is proposing to reduce the amount of contributions to employee SEP plans (retirement).

Budget Issues

Provide any legislative initiatives or issues that may impact the agency for the upcoming year.

We have not experienced any funding cuts to grants during 2018 . We continuously monitor the federal grants and state grants to anticipate any proposed funding reductions. Currently, we did receive an increase in federal funding for 2018. However, the funding may change for FY 2019 - 20202.

If you are aware of “outside” funding sources that will expire or be reduced on a set cycle or date, please note those below and how you are planning for them.

We are unaware of any outside funding source changes that will be implemented this year. However, we continuously are reminded of the reductions in federal funding due to sequestration. While a budget was approved for the first time in several years (other than the continuing resolution), the landscape in DC is changing. As such, the ripple effect is far reaching. Virginia, especially our area, is dependent on federal jobs for funding support. If federal jobs are cut, taxes are cut at the state level. Also the current administration seems to support a reduction in our programs or potential elimination. The proposed cuts would eliminate senior employment programs, assistance to individuals who are seeking information on Medicare, transportation programs and others. If enacted, our agency could potentially lose up to 50% of our funding. So we continuously watch the funding discussions.

Please detail any identified agency needs or areas of concern that are currently not being addressed in your funding request.

We have noticed that the market for employees has improved. So many of our talented employees are leaving for better paying positions. We continue to evaluate our abilities to pay our employees a decent wage, but with the ongoing budgets, keeping talented employees is becoming a burden.

Rappahannock Area Agency on Aging

Agency Total Budget

In the boxes below provide an overview of the administrative costs associated with your total agency budget.

Expenses

	FY 2017 Actual	FY 2018 Budgeted	FY 2018 Actual	FY 2019 Budgeted	FY 2020
Salary	1,301,563.0 0	1,300,000.0 0	1,239,850.0 0	1,300,000.0 0	1,300,000.0
Benefits	416,500.00	416,000.00	224,954.00	275,000.00	275,000.00
Operating Expenses	734,517.00	735,000.00	624,911.00	625,000.00	625,000.00
Capital Expenses	65,000.00	127,443.00	122,801.00	122,825.00	122,825.00
Other Expenses	183,925.00	185,000.00	151,447.00	152,000.00	152,000.00
Total	2,701,505.0 0	2,763,443.0 0	2,363,963.0 0	2,474,825.0 0	2,474,825.00

Revenues

Please include revenue associated with your entire organization. This section represents the TOTAL revenue your organization is receiving. The revenue associated with specific programs will be listed within your program budgets; this section represents total revenues. (For example if your organization requests funding for multiple programs the total amount requested from each locality or other entities goes within this section)

	FY 2017 Actual	FY 2018 Budgeted	FY 2018 Actual	FY 2019 Budgeted	FY 2020
Caroline	30,000.00	13,000.00	13,000.00	13,000.00	13,000.00
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King George	12,616.00	12,616.00	12,616.00	12,616.00	12,616.00
Spotsylvania	31,885.00	31,885.00	31,885.00	31,885.00	31,885.00
Stafford	27,946.00	27,946.00	27,946.00	27,946.00	27,946.00
United Way	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00
Grants	2,502,223.0 0	2,561,966.0 0	2,161,966.0 0	2,272,828.0 0	2,272,828.00
Client Fees					
Fundraising	11,205.00	11,000.00	11,520.00	11,520.00	11,520.00
Other (Click to itemize)	74,250.00	93,650.00	93,650.00	93,650.00	93,650.00

	FY 2017 Actual	FY 2018 Budgeted	FY 2018 Actual	FY 2019 Budgeted	FY 2020
Total	2,701,505.0 0	2,763,443.0 0	2,363,963.0 0	2,474,825.0 0	2,474,825.00

Surplus / Deficit

	FY 2017 Actual	FY 2018 Budgeted	FY 2018 Actual	FY 2019 Budgeted	FY 2020
Surplus or Deficit	0.00	0.00	0.00	0.00	0.00

Rappahannock Area Agency on Aging

Locality Information

Locality Notes

Please use the spaces below to provide any locality specific notes or statements that may be relevant to your application.

Caroline County

The Caroline cafes are the reigning champions of the Cornhole Tournament held in May among all jurisdictions. Additionally, they ranked very high in the annual fashion show. We have also seen an increase in the need for transportation in Caroline County. But most of all, the highest need for assistance in Caroline county is for emergency repairs. We have seen some of the most deplorable situations in Caroline County. We recognize that many of the residents do not have resources to make badly needed repairs to their homes. Our funding is not sufficient to meet all the needs.

City of Fredericksburg

The Fredericksburg Cafe is now located at the downtown Fredericksburg Baptist Church. We had to move the cafe from Old Shiloh Baptist Church due to the inability to meet the ADA requirements in our contract with our grantor agency. The new location allows our participants to receive hot meals from the Micah Cafe. We have seen an increase in the participation of our clients due to the hot meal option.

King George County

Through a partnership with Rappahannock Adult Activities, Inc. RAAA is providing services to several additional community members who may otherwise not be participating in an active, social setting with appropriate nutrition, activities and individual support from an RAAI assigned staff member. King George was the first location to implement this one of a kind partnership and is the most successful program in our area. The RAAI partnership is in the process of expanding to other areas and Senior Cafes based on the model established initially in King George County. Also an RAAA partnership with Bay Aging provides weekly shopping trips to individuals with limited access to transportation in King George. Residents of King George are offered a trip to Central Park for shopping, dining and activities. This partnership continues to grow.

Spotsylvania County

The Spotsylvania County Sherriff's office is a community partner of RAAA sponsoring multiple events throughout the year which benefit RAAA's clients including a client favorite "Blue Christmas - Shop with a Cop" for Christmas. Spotsylvania also has a "Stuff a Cruiser" event during July. This year, other jurisdictions followed the lead of the Spotsylvania Sheriff's department and participated in this event. This year, the group was able to raise over \$1,200 which was used to take residents to a movie and dinner. Each event typically results in household goods and supplies which are then distributed to clients in multiple programs. Spotsylvania continues to be our most active program with the most participants in all services.

Stafford County

In Stafford County the Nutrition Director is currently working with Healthy Start to develop an intergenerational program for Healthy Start aged children and Senior Cafe participants. This will enrich the experience of both populations as has been seen in the existing successful Healthy Start Intergenerational program operating in Caroline County. Additionally the Stafford County Sherriff's office has assisted by

supporting "Stuff a Cruiser" and "Shop with a Cop" events for RAAA clients. We have also partnered with Virginia Tech Cooperative Extension program to start a Lift (Long Life Improvement through Fitness Together) program. This program is designed to help our older residents learn to safely exercise using weights (in a chair when necessary). This program assists in reducing falls and also helps individuals become more active.

Rappahannock Area Agency on Aging - Nutrition

Program Overview

You may save your work at any time by clicking on the "Save My Work" link/icon at the bottom or top of the page.

When you have completed all questions on the form, select the "Save My Work and Mark as Completed" link/icon at the bottom or top of this page.

You may also SWITCH between forms in this application by using the SWITCH FORMS feature in the upper right corner. When switching forms, any updates to the existing form will automatically be saved.

General Information

Program Name Nutrition

Is this a new program? No

Program Contact

Name Amber Couch

Title Director of Community Health & Wellness

Email acouch@healthygenerations.org

Phone (540) 371-3375

Program Purpose / Description

Provide an overview of this program

Our nutrition program is provided within the designated local senior cafes and through the volunteers who deliver meals to shut in seniors (homebound). The Senior Cafes are located within each of the counties of Caroline, King George, Spotsylvania, Stafford and the City of Fredericksburg. Each Cafe is open three days per week. The cafes offer nutritionally sound meals to local clients and the cafes offer other activities as well. These activities include: frequent socialization with their peers, physical activity - balance training, limited mobility calisthenics, other exercises, chronic disease self management training, educational and information presentations, crafts, art projects and many other options. Additionally, some individuals are home bound and unable to attend the Senior Cafes, for these clients home delivered meals are supplied. Each client receives 7 nutritionally-sound, frozen meals each week, emergency meals are also provided in the event that there is a lapse in service due to inclement weather or unforeseen circumstances. Agency newsletters are also distributed.

Client Fees

Please describe the fees clients must pay for the services by this program.

The majority of cost for services are funded under the Older Americans Act. The Older Americans Act prohibits fees, however, donations are accepted.

Justification of Need

Please state clearly why this service should be provided to the citizens of the region and why the localities should consider this funding request.

With more than 36,000 individuals aged 65 and older in planning district 16 supporting this vulnerable population while remaining active in their communities is integral to overall community health. Access to appropriate nutrition, activity and awareness of services are key components to avoiding unnecessary nursing home placement.

If this is a new program, be sure to include the benefits to the region for funding a new request.

This is not a new program.

Target Audience and Service Delivery

Describe the program's intended audience or client base and how those clients are served.

Nutrition programs are for older residents, age 60 and older, that reside in planning district 16 which includes the city of Fredericksburg, and the counties of Stafford, Spotsylvania, Caroline and King George. Nutrition services are provided to older adult residents of planning district 16, in their own homes when the older resident is unable to get to a senior cafe. Eligible older adults receive up to 7 meals per week. Typically, older adults who are shut in receive meals on a weekly basis. Residents who attend the program conducted at the Senior Cafes receive services 3 times per week at one of the 6 senior cafes located throughout the Planning District,

If your program has specific entry or application criteria, please describe it here.

Nutrition services are targeted to frail older adults who suffer from insecurities. These individuals are at risk of premature placement in facility care without nutrition assistance. Individuals may receive priority status based on minority status, poverty level (as allowed by funding), and those who reside in rural areas.

Rappahannock Area Agency on Aging - Nutrition

Program Budget Narrative

Please indicate in detail reasons for increases or decreases in the amounts you are requesting.

No change in the requested funds from each jurisdiction.

If an increase is being requested, please describe the impact not receiving an increase would have on the program.

No change in the requested funds from each jurisdiction.

In particular, please describe in detail if any increase is sought for new positions or personnel.

No change in the requested funds from each jurisdiction.

Rappahannock Area Agency on Aging - Nutrition

Program Specific Budget

Please provide your program specific budget below.

Expenses

	FY 2017 Actual	FY 2018 Budgeted	FY 2018 Actual	FY 2019 Budgeted	FY 2020
Personnel	276,500.00	245,000.00	245,000.00	245,000.00	245,000.00
Benefits	88,480.00	78,400.00	78,400.00	78,400.00	78,400.00
Operating Expenses	116,520.00	113,955.00	113,955.00	113,955.00	113,955.00
Capital Expenses					
Total	481,500.00	437,355.00	437,355.00	437,355.00	437,355.00

Revenues

This section represents revenue specifically associated with your program. Revenue that supports the implementation of your program and the services provided to the community.

	FY 2017 Actual	FY 2018 Budgeted	FY 2018 Actual	FY 2019 Budgeted	FY 2020
Caroline	15,000.00	4,000.00	4,000.00	4,000.00	4,000.00
Fredericksburg	2,318.00	2,318.00	2,318.00	2,318.00	2,318.00
King George	3,154.00	3,154.00	3,154.00	3,154.00	3,154.00
Spotsylvania	10,857.00	10,857.00	10,857.00	10,857.00	10,857.00
Stafford	10,783.00	10,783.00	10,783.00	10,783.00	10,783.00
United Way	0.00	0.00	0.00	0.00	0.00
Grants	425,388.00	396,243.00	396,243.00	396,243.00	396,243.00
Client Fees	0.00	0.00	0.00	0.00	0.00
Fundraising					
Other (Click to itemize)	14,000.00	10,000.00	10,000.00	10,000.00	10,000.00
Total	481,500.00	437,355.00	437,355.00	437,355.00	437,355.00

Surplus / Deficit

	FY 2017 Actual	FY 2018 Budgeted	FY 2018 Actual	FY 2019 Budgeted	FY 2020
Surplus or Deficit	0.00	0.00	0.00	0.00	0.00

Rappahannock Area Agency on Aging - Nutrition

[View Diagram](#) Goals and Objectives

Goals

Goal:

To provide useful health and wellness related information to nutrition program clients, which enables them to make well-informed lifestyle choices that will help them stay in their own homes and prevent premature or unnecessary institutionalization.

Objectives

		2017 Baseline	2017 Year End	2018 Baseline	2019 Baseline
Ensure that meal center managers offer educational information and exercise activities that promote good health.	Total # Clients Served		132	90	110
	Total # Clients Achieved/Successful		132	90	110
	% Achieved / Successful	0	100	100	100
Ensure that homebound clients receive regular information that promotes good nutrition, exercise, and home safety through HGAAA newsletter and regular supplemental information.	Total # Clients Served		79	35	50
	Total # Clients Achieved/Successful		79	35	50
	% Achieved / Successful	0	100	100	100

Explanation & Overview

If your outcomes are significantly less than your stated objectives, please note any reasons why this might be the case

Our numbers substantially exceeded projections due to increased meal-center and home delivered meals participation.

Updates for FY2018

Please note any changes you plan to make to the program, or the stated goals and objectives, given the data you have reported

We are projecting higher participation in the new year.

If you are restating the goals or objectives for the prior calendar year, please include those here

To provide useful health and wellness related information to nutrition program clients, which enables them to make well-informed lifestyle choices that will help them stay in their own homes and prevent premature or unnecessary institutionalization.

Goal:

The goal of the nutrition program is to promote good health thereby helping older residents of PD16 to remain in their own homes and active in the community, which will help to prevent premature or unnecessary placement in the more costly nursing home.

Objectives		2017 Baseline	2017 Year End	2018 Baseline	2019 Baseline
Efficiently operate five Senior Cafes that provide nutritionally balanced breakfast and lunch meals to as many eligible residents as possible.	Total # Clients Served		132	90	110
	Total # Clients Achieved/Successful		132	90	110
	% Achieved / Successful	0	100	100	100
Provide weekly home meal delivery of nutritionally balanced meals and nutritional supplements to as many eligible residents as possible.	Total # Clients Served	65	79	35	50
	Total # Clients Achieved/Successful	65	79	35	50
	% Achieved / Successful	100	100	100	100

Explanation & Overview

If your outcomes are significantly less than your stated objectives, please note any reasons why this might be the case

We substantially exceeded our state objectives due to higher than projected participation.

Updates for FY2018

Please note any changes you plan to make to the program, or the stated goals and objectives, given the data you have reported

We have increased our projections by 40%.

If you are restating the goals or objectives for the prior calendar year, please include those here

The goal of the nutrition program is to promote good health thereby helping older residents of PD16 to remain in their own homes and active in the community, which will help to prevent premature or unnecessary placement in the more costly nursing home.

Rappahannock Area Agency on Aging - Nutrition

Number of Individuals Served

Localities

Please provide the actual numbers of individuals served in this program during FY2017 and FY2018, the estimated numbers of individuals served in FY2019 and the projected numbers of individuals served in FY2020.

Locality	FY2017 (Actual)	FY2018 (Actual)	FY 2019 Estimate	FY 2020 Projected
Fredericksburg City	19	21	22	22
Caroline County	29	42	43	43
King George County	21	16	17	17
Spotsylvania County	84	83	84	84
Stafford County	45	49	50	50
Other Localities	0	0	0	0
Total	198	211	216	216

Rappahannock Area Agency on Aging - Nutrition

Collaborative Impact

Efforts and Partnerships

Describe in detail examples of collaborative efforts and key partnerships between your program and the other programs or agencies in the area.

Many community organizations and Department's of Social Services refer community members to the agency for assistance for seniors. The homemaker program, in conjunction with other agency programs, works with local Sheriff's departments. The Silver Companies, local churches, and other community groups, like the rotary - throughout the year - gather and distribute donations to clients including: clothing, bedding, cleaning supplies, food items, personal hygiene supplies and other items. Agency leadership is continually working to identify and access any viable partnerships which would benefit local seniors.

Collaborative Impact

Describe in detail how the community would be impacted if your program were dissolved or merged with another partner agency.

If the agency were impacted to the extent that our agency would shut down, the funds would be placed with another Area Agency on Aging from a different area. There would be no assurance that planning district 16 would receive their "fair share" of federal and state funding.

Regional Funding

Fiscal Year 2020 - Partner Funding Application

Rappahannock Area Agency on Aging

Agency Information

General Information

Agency Name	Rappahannock Area Agency on Aging
Physical Address	460 Lendall Lane, Fredericksburg, VA, 22405, U.S.A.
Mailing Address	460 Lendall Lane, Fredericksburg, VA 22405
Agency Phone Number	(540) 371-3375
Federal Tax ID #	54-1027651
Web Address	www.healthygenerations.org
Agency Email Address	asnyder@healthygenerations.org

Agency Mission Statement

Our mission is to enhance the quality of life for all older citizens and individuals with disabilities.

Number of Years in Operation	40
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Main Contact

Main Contact	Leigh Wade, phone: (540) 371-3375, email: lwade@healthygenerations.org
Job Title	Executive Director

Localities Served

Please select any/all localities your agency serves.

Caroline	<input checked="" type="checkbox"/>
Fredericksburg	<input checked="" type="checkbox"/>
King George	<input checked="" type="checkbox"/>
Spotsylvania	<input checked="" type="checkbox"/>
Stafford	<input checked="" type="checkbox"/>

Collaborative Impact

Describe in detail how the community would be impacted if your agency were dissolved or merged with another partner agency.

The impact on our community would be devastating to the senior population and those who care for them. Healthy Generations Area Agency on Aging, as dictated under the Federally funded Older Americans Act, for planning district 16. If we were dissolved or merged with another partner agency, the state would not be able to allocate the designated funding to our area.

Community Impact

Please provide at least 2 examples of how your services have impacted members of our community.

Example 1

John* (changed to protect anonymity), a 66 year old Caroline County resident, started receiving services just before the start of FY16, prior to assessment and enrollment in RAAA services John had no routine access to transportation, limited access to appropriate or sufficient nutrition, little to no social interaction or physical activity, and a generally poor outlook on life. After almost a year of waiting for services, John was assessed, triaged, and assigned a number of supportive services through RAAA in late FY15. As a participant in the Caroline County Senior Cafe receiving routine transportation, appropriate nutrition, access to opportunities to socialize, and regular physical activity, John reports a complete turnaround in his overall satisfaction and well-being. John now receives, several nutritionally appropriate meals multiple days each week, access to fresh meats, vegetables, and produce on a weekly basis, opportunities for social interaction, physical activity and transportation to grocery shopping, pharmacy visits, and medical appointments. John reports that his life is so much more exciting now! He said that he enjoys dancing with the other clients. He is able to take his medications on a regular basis and he has found life long friendships at the cafe. John admits that he was very depressed prior to starting services with the agency. But now, he finds many reasons to smile!

Example 2

Jane, a 94 year old Fredericksburg resident who received a terminal medical diagnosis of less than 6 months several years ago, was able to remain safely in her home until her passing in early FY17. Jane received homemaking assistance on a bi-monthly basis and these small in-home supports made it possible for her to remain independent and in her own home throughout her illness. Jane received services through RAAA for 5 years which provided her with personal independence through the end of her life. Not only do homemaker services provide for our client's dignity and independence but, the benefit to the community in cost savings over care in a facility and benefits the client receives supports her well-being and quality of life until the end. Her family reports that without these services, they would have to place her in a nursing home. They knew once she was placed in a nursing home, she would become depressed and more likely to grow depressed due to the lack of her independence and freedom. The family is very appreciative of the services provided by the agency and have donated time and talent to tell others about the value that the agency brings to the community. The services provided to their loved one was vital during the moments of crisis when their mother was hospitalized. Additionally, they were able to increase services as needed on an interim basis to ensure her good health and safety.

Example 3 (Optional)

Rappahannock Area Agency on Aging

Agency Budget Narrative

Administrative Expenses

Provide an overview of the administrative costs for your agency.

The administrative cost for the agency is built on the indirect cost associated with running an operation. The cost included in this category are Executive Director, Finance Director, and IT support. The cost are currently around 9% max for the overall administration of the agency which is low compared to other agencies of comparable size. We have worked hard to enhance services while lowering the overhead cost of the agency. Also with the ability to purchase our own building with USDA funding, our rent cost have decreased. However, despite our best efforts, our cost for health insurance, utilities and other costs continue to increase. Federal Grants have increased and were used to offset these cost. We continually search for new ways to save costs.

If your agency is requesting an increase or decrease in administrative funding, please describe in detail the reasons for these changes.

We have been able to eliminate one position within the agency. This has been accomplished by spreading the responsibilities of that position among four other staff members. We are experiencing an ongoing increase in benefits for staff. Our agency has received an increase of 64% in the insurance rates but found alternative coverage for employees. However, we have needed to increase salaries to keep up with the employees hiring market. We have lost several long term employees to better paying positions within the region. We continuously review our benefits package and salary structure to determine ways to retain highly qualified employees without stretching the budget.

Please provide justification for and specific amounts of administrative costs that are defrayed by locality funds.

No administrative cost are charged to the funding provided by the localities. All administrative cost are paid by grants.

Capital Expenses

Please provide an overview of the capital costs for your agency.

Each year, the agency applies for funding with the Department of Rail and Public Transit to pay for vehicles. For the past several years, the agency has received 2-3 vehicles annually. The vehicles are used to replace current vehicles in use to transport residents throughout the region. The agency will receive 2 vehicles for fiscal year 2018. Our vehicles logged a total of 362,291 miles during 2017. We are exploring ways to supplement the cost of replacing these vehicles by minimizing emergency repairs using a local mechanic for maintenance cost/plan for each vehicle. We have implemented a 5 year plan to assist us in spreading the costs for upkeep over a 5 year span. Finally, we utilize tech shop to reduce the cost of software programs for the agency.

Please provide justification for and specific amounts of capital costs that are defrayed by locality funds.

A portion of the funding received will be used to pay the matching portion required by the grantor for the purchase of the vehicle. The remaining funding needed to purchase the vehicles will be provided by the Department of Rail and Public Transit.

Salary & Benefit Expenses

Please provide an overview of any increases or decreases in general personnel expenses for your agency.

We have experienced an increase in salary expectations of new employees hired for existing positions. We have also experienced an increase in health cost . The increase revenue streams help to offset any increase that will be incurred during this grant cycle.

Please provide a description of any changes to agency benefits structure or cost.

The board is reviewing the HR manual currently. A lower cost health insurance plan, was chosen after market analysis during July 2018. Despite the lower cost health insurance plan, we have still seen an increase of 64%. Also the board is proposing to reduce the amount of contributions to employee SEP plans (retirement).

Budget Issues

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We have not experienced any funding cuts to grants during 2018 . We continuously monitor the federal grants and state grants to anticipate any proposed funding reductions. Currently, we did receive an increase in federal funding for 2018. However, the funding may change for FY 2019 - 20202.

If you are aware of “outside” funding sources that will expire or be reduced on a set cycle or date, please note those below and how you are planning for them.

We are unaware of any outside funding source changes that will be implemented this year. However, we continuously are reminded of the reductions in federal funding due to sequestration. While a budget was approved for the first time in several years (other than the continuing resolution), the landscape in DC is changing. As such, the ripple effect is far reaching. Virginia, especially our area, is dependent on federal jobs for funding support. If federal jobs are cut, taxes are cut at the state level. Also the current administration seems to support a reduction in our programs or potential elimination. The proposed cuts would eliminate senior employment programs, assistance to individuals who are seeking information on Medicare, transportation programs and others. If enacted, our agency could potentially lose up to 50% of our funding. So we continuously watch the funding discussions.

Please detail any identified agency needs or areas of concern that are currently not being addressed in your funding request.

We have noticed that the market for employees has improved. So many of our talented employees are leaving for better paying positions. We continue to evaluate our abilities to pay our employees a decent wage, but with the ongoing budgets, keeping talented employees is becoming a burden.

Rappahannock Area Agency on Aging

Agency Total Budget

In the boxes below provide an overview of the administrative costs associated with your total agency budget.

Expenses

	FY 2017 Actual	FY 2018 Budgeted	FY 2018 Actual	FY 2019 Budgeted	FY 2020
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Benefits	416,500.00	416,000.00	224,954.00	275,000.00	275,000.00
Operating Expenses	734,517.00	735,000.00	624,911.00	625,000.00	625,000.00
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Revenues

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Spotsylvania	31,885.00	31,885.00	31,885.00	31,885.00	31,885.00
Stafford	27,946.00	27,946.00	27,946.00	27,946.00	27,946.00
United Way	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00
Grants	2,502,223.0 0	2,561,966.0 0	2,161,966.0 0	2,272,828.0 0	2,272,828.00
Client Fees					
Fundraising	11,205.00	11,000.00	11,520.00	11,520.00	11,520.00
Other (Click to itemize)	74,250.00	93,650.00	93,650.00	93,650.00	93,650.00

	FY 2017 Actual	FY 2018 Budgeted	FY 2018 Actual	FY 2019 Budgeted	FY 2020
Total	2,701,505.0 0	2,763,443.0 0	2,363,963.0 0	2,474,825.0 0	2,474,825.00

Surplus / Deficit

	FY 2017 Actual	FY 2018 Budgeted	FY 2018 Actual	FY 2019 Budgeted	FY 2020
Surplus or Deficit	0.00	0.00	0.00	0.00	0.00

Rappahannock Area Agency on Aging

Locality Information

Locality Notes

Please use the spaces below to provide any locality specific notes or statements that may be relevant to your application.

Caroline County

The Caroline cafes are the reigning champions of the Cornhole Tournament held in May among all jurisdictions. Additionally, they ranked very high in the annual fashion show. We have also seen an increase in the need for transportation in Caroline County. But most of all, the highest need for assistance in Caroline county is for emergency repairs. We have seen some of the most deplorable situations in Caroline County. We recognize that many of the residents do not have resources to make badly needed repairs to their homes. Our funding is not sufficient to meet all the needs.

City of Fredericksburg

The Fredericksburg Cafe is now located at the downtown Fredericksburg Baptist Church. We had to move the cafe from Old Shiloh Baptist Church due to the inability to meet the ADA requirements in our contract with our grantor agency. The new location allows our participants to receive hot meals from the Micah Cafe. We have seen an increase in the participation of our clients due to the hot meal option.

King George County

Through a partnership with Rappahannock Adult Activities, Inc. RAAA is providing services to several additional community members who may otherwise not be participating in an active, social setting with appropriate nutrition, activities and individual support from an RAAI assigned staff member. King George was the first location to implement this one of a kind partnership and is the most successful program in our area. The RAAI partnership is in the process of expanding to other areas and Senior Cafes based on the model established initially in King George County. Also an RAAA partnership with Bay Aging provides weekly shopping trips to individuals with limited access to transportation in King George. Residents of King George are offered a trip to Central Park for shopping, dining and activities. This partnership continues to grow.

Spotsylvania County

The Spotsylvania County Sherriff's office is a community partner of RAAA sponsoring multiple events throughout the year which benefit RAAA's clients including a client favorite "Blue Christmas - Shop with a Cop" for Christmas. Spotsylvania also has a "Stuff a Cruiser" event during July. This year, other jurisdictions followed the lead of the Spotsylvania Sheriff's department and participated in this event. This year, the group was able to raise over \$1,200 which was used to take residents to a movie and dinner. Each event typically results in household goods and supplies which are then distributed to clients in multiple programs. Spotsylvania continues to be our most active program with the most participants in all services.

Stafford County

In Stafford County the Nutrition Director is currently working with Healthy Start to develop an intergenerational program for Healthy Start aged children and Senior Cafe participants. This will enrich the experience of both populations as has been seen in the existing successful Healthy Start Intergenerational program operating in Caroline County. Additionally the Stafford County Sherriff's office has assisted by

supporting "Stuff a Cruiser" and "Shop with a Cop" events for RAAA clients. We have also partnered with Virginia Tech Cooperative Extension program to start a Lift (Long Life Improvement through Fitness Together) program. This program is designed to help our older residents learn to safely exercise using weights (in a chair when necessary). This program assists in reducing falls and also helps individuals become more active.

Rappahannock Area Agency on Aging - Homemaker

Program Overview

You may save your work at any time by clicking on the "Save My Work" link/icon at the bottom or top of the page.

When you have completed all questions on the form, select the "Save My Work and Mark as Completed" link/icon at the bottom or top of this page.

You may also SWITCH between forms in this application by using the SWITCH FORMS feature in the upper right corner. When switching forms, any updates to the existing form will automatically be saved.

General Information

Program Name Homemaker

Is this a new program? No

Program Contact

Name Pat Holland

Title Director of Client Services

Email pholland@healthygenerations.org

Phone (540) 371-3375

Program Purpose / Description

Provide an overview of this program

The homemaker program provides supports to keep frail older individuals independent and able to remain in their own home and community. Items such as: Dusting, vacuuming, sweeping and mopping of all areas of a home used by the client, thoroughly cleaning bathrooms and kitchens, washing, drying and folding laundry, washing and changing bed linens, taking out the trash shopping, errand services, small meal preparation, etc. The program is geared toward individuals who are low-income, socially disadvantaged frail older people aged 60 or older. Often the homemaker is the only or main interaction that the client has with the outside world. Many of the clients within the homemaker service are over the age of 80. These individuals often suffer from chronic or debilitating conditions. Because of these chronic issues, a clean home is needed to keep an individual healthy. The homemaker is able to take care of errands, pick up medically necessary prescriptions as well as purchase fresh food, vegetables, and healthy nutritious drinks for the client. With these services, several of our clients have been able to remain in the home after being discharged from the hospital. This saves the client and their loved ones on the cost of long term facility costs, rehab costs.

Client Fees

Please describe the fees clients must pay for the services by this program.

The majority of the cost for services are funded with federal funds under the Older Americans Act. The Older Americans Act prohibits the agency from charging fees, however, donations are accepted. Each client is provided with a blank envelope. The client is provided with the cost of the service and asked to make a donation to the agency for their services.

Justification of Need

Please state clearly why this service should be provided to the citizens of the region and why the localities should consider this funding request.

Sequestration continues to be a concern for federally funded programs. During FY18 the agency provided 4,977 hours of service to 66 individuals. Given the climate for grant funds, we anticipate the needs for older adults will continue to grow due to the expected reduction in federal funding. Another challenge is the realization that many older adults are not aware of our programs. This is continually improved through outreach and community awareness activities in addition to the services provided by information & Assistance. If the agency were impacted to the extent that our agency would shut down, the funds would potentially be placed with another Area Agency on Aging from a different area. There would be no assurance that planning district 16 would receive their "fair share" of federal and state funding. Despite level funding, the agency was able to minimize cost while increasing services. Homemaker services increased 4% last year (an additional 198 hours of service).

If this is a new program, be sure to include the benefits to the region for funding a new request.

This is not a new request.

Target Audience and Service Delivery

Describe the program's intended audience or client base and how those clients are served.

Older adults can contact the agency through a toll-free number/ or through personalized assistance. Residents, regardless of age, can contact the agency to find out what resources are available to older adults aged 60 and over and individuals with disabilities aged 18+. The agency also conducts informative events through radio, television, mail, email, social media, newsletters, website, office visits , in-home assessments, group meetings and formals presentations. During FY18 1161 individuals were serviced with 622 information & Assistance services referrals to both agency programs and other programs in the community.

If your program has specific entry or application criteria, please describe it here.

Homemaker services are targeted to frail older adults who are unable to stay in the community without the assistance of some services. Those individuals who are minority, below poverty level or reside in a rural community are given priority status. A homemaker is trained to work within the home and with the client. The homemaker will drive to the client's home with the tools needed to keep the home clean. The homemaker will work with the client to clean the home environment, concentrating on the areas identified by the client. When an area of concern is identified by either the client or a family member/physician, the homemaker works with the Director of Client Services to identify a means to make the home more comfortable and clean. The Director of Client Services will conduct periodic home visits to assure the work is completed according to agency standards.

Rappahannock Area Agency on Aging - Homemaker

Program Budget Narrative

Please indicate in detail reasons for increases or decreases in the amounts you are requesting.

No change in the requested funds from each jurisdiction.

If an increase is being requested, please describe the impact not receiving an increase would have on the program.

No change in the requested funds from each jurisdiction.

In particular, please describe in detail if any increase is sought for new positions or personnel.

No change in the requested funds from each jurisdiction.

Rappahannock Area Agency on Aging - Homemaker

Program Specific Budget

Please provide your program specific budget below.

Expenses

	FY 2017 Actual	FY 2018 Budgeted	FY 2018 Actual	FY 2019 Budgeted	FY 2020
Personnel	104,000.00	104,000.00	104,000.00	104,000.00	104,000.00
Benefits	39,000.00	39,000.00	39,000.00	39,000.00	39,000.00
Operating Expenses	22,639.00	22,639.00	22,639.00	22,639.00	22,639.00
Capital Expenses					
Total	165,639.00	165,639.00	165,639.00	165,639.00	165,639.00

Revenues

This section represents revenue specifically associated with your program. Revenue that supports the implementation of your program and the services provided to the community.

	FY 2017 Actual	FY 2018 Budgeted	FY 2018 Actual	FY 2019 Budgeted	FY 2020
Caroline	3,242.00	3,242.00	3,242.00	3,242.00	3,242.00
Fredericksburg	2,318.00	2,318.00	2,318.00	2,318.00	2,318.00
King George	3,154.00	3,154.00	3,154.00	3,154.00	3,154.00
Spotsylvania	4,705.00	4,705.00	4,705.00	4,705.00	4,705.00
Stafford	3,187.00	3,187.00	3,187.00	3,187.00	3,187.00
United Way	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00
Grants	139,533.00	139,533.00	139,533.00	139,533.00	139,533.00
Client Fees	0.00	0.00	0.00	0.00	0.00
Fundraising					
Other (Click to itemize)	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00
Total	165,639.00	165,639.00	165,639.00	165,639.00	165,639.00

Surplus / Deficit

	FY 2017 Actual	FY 2018 Budgeted	FY 2018 Actual	FY 2019 Budgeted	FY 2020
Surplus or Deficit	0.00	0.00	0.00	0.00	0.00

[View Diagram](#) Goals and Objectives

Goals

Goal:

The main goal of the Homemaker Program is to enable frail, homebound older adults aged 60 and older to remain physically and mentally healthy while living independently in their own homes. These services will reduce, prevent or delay the more costly option of premature nursing home placement.

Objectives

		2017 Baseline	2017 Year End	2018 Baseline	2019 Baseline
Provide assistance to 60 or more seniors who may be unable to push a vacuum, clean items which are too high or low to the ground, help with laundry, small meal preparation, shopping, errands, changing lines, taking out the trash and money management.	Total # Clients Served		66	65	70
	Total # Clients Achieved/Successful		66	65	70
	% Achieved / Successful	0	100	100	100
Improve client safety through routine home visits, annual completion of updates to the Uniform Assessment Instrument, and periodic check-ins.	Total # Clients Served	65	66	65	70
	Total # Clients Achieved/Successful	65	66	65	70
	% Achieved / Successful	100	100	100	100

Explanation & Overview

If your outcomes are significantly less than your stated objectives, please note any reasons why this might be the case

Our outcomes slightly exceeded the stated objectives.

Updates for FY2018

Please note any changes you plan to make to the program, or the stated goals and objectives, given the data you have reported

We expect to provide services to several more individuals in the new year.

If you are restating the goals or objectives for the prior calendar year, please include those here

The main goal of the Homemaker Program is to enable frail, homebound older adults aged 60 and older to remain physically and mentally healthy while living independently in their own homes. These services will reduce, prevent or delay the more costly option of premature nursing home placement.

Goal:

Another goal of the Homemaker Program is to enable frail, homebound older adults and their family caregivers support which enables continued community involvement and prevents caregiver overwhelm which is a common factor in facility placement.

Objectives

		2017 Baseline	2017 Year End	2018 Baseline	2019 Baseline
Relieve family caregivers of some of the stress of supporting a second household, including assistance in meal preparation, paying bills, laundry, light cleaning, and other homemaking tasks allowing the client and family caregiver to engage in quality time together.	Total # Clients Served	35	37	35	35
	Total # Clients Achieved/Successful	35	37	35	35
	% Achieved / Successful	100	100	100	100
Because of the assistance of HGAAA homemakers, clients are able to participate in community and family events which they would normally not be able to attend because of the energy expended on maintaining their household. Frail elders expend more in these small tasks because of limited mobility and other health related factors.	Total # Clients Served		66	65	65
	Total # Clients Achieved/Successful		66	65	65
	% Achieved / Successful	0	100	100	100

Explanation & Overview

If your outcomes are significantly less than your stated objectives, please note any reasons why this might be the case

Updates for FY2018

Please note any changes you plan to make to the program, or the stated goals and objectives, given the data you have reported

No additional changes are planned.

If you are restating the goals or objectives for the prior calendar year, please include those here

Another goal of the Homemaker Program is to enable frail, homebound older adults and their family caregivers support which enables continued community involvement and prevents caregiver overwhelm which is a common factor in facility placement.

Rappahannock Area Agency on Aging - Homemaker

Number of Individuals Served

Localities

Please provide the actual numbers of individuals served in this program during FY2017 and FY2018, the estimated numbers of individuals served in FY2019 and the projected numbers of individuals served in FY2020.

Locality	FY2017 (Actual)	FY2018 (Actual)	FY 2019 Estimate	FY 2020 Projected
Fredericksburg City	119	24	25	25
Caroline County	121	4	5	5
King George County	55	2	3	3
Spotsylvania County	410	27	28	28
Stafford County	228	9	10	10
Other Localities	4	0	0	0
Total	937	66	71	71

Rappahannock Area Agency on Aging - Homemaker

Collaborative Impact

Efforts and Partnerships

Describe in detail examples of collaborative efforts and key partnerships between your program and the other programs or agencies in the area.

Many community organizations and Department's of Social Services refer community members to the agency for assistance for seniors. The nutrition program, in conjunction with other agency programs, works with local Sheriff's departments, The Silver Companies, local churches, and other community groups, like the rotary - throughout the year to gather and distribute donations to clients including: clothing, bedding, cleaning supplies, food items, personal hygiene supplies, and other items. Agency leadership is continually working to identify and access any viable partnerships which would benefit local seniors. In addition, the HGAAA Nutrition Program partners with many local organizations, restaurants, law enforcement, and education institutions to provide direct individual assistance, periodic donations of dry goods, fresh foods, community events and other activities to HGAAA clients.

Collaborative Impact

Describe in detail how the community would be impacted if your program were dissolved or merged with another partner agency.

If the agency were impacted to the extent that our agency would shut down, the funds would be placed within another Area Agency on Aging from a different area. There would be no assurance that planning district 16 would receive their "fair share" of federal and state funding.

Regional Funding

Fiscal Year 2020 - Partner Funding Application

Rappahannock Area Agency on Aging

Agency Information

General Information

Agency Name	Rappahannock Area Agency on Aging
Physical Address	460 Lendall Lane, Fredericksburg, VA, 22405, U.S.A.
Mailing Address	460 Lendall Lane, Fredericksburg, VA 22405
Agency Phone Number	(540) 371-3375
Federal Tax ID #	54-1027651
Web Address	www.healthygenerations.org
Agency Email Address	asnyder@healthygenerations.org

Agency Mission Statement

Our mission is to enhance the quality of life for all older citizens and individuals with disabilities.

Number of Years in Operation	40
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Main Contact

Main Contact	Leigh Wade, phone: (540) 371-3375, email: lwade@healthygenerations.org
Job Title	Executive Director

Localities Served

Please select any/all localities your agency serves.

Caroline	<input checked="" type="checkbox"/>
Fredericksburg	<input checked="" type="checkbox"/>
King George	<input checked="" type="checkbox"/>
Spotsylvania	<input checked="" type="checkbox"/>
Stafford	<input checked="" type="checkbox"/>

Collaborative Impact

Describe in detail how the community would be impacted if your agency were dissolved or merged with another partner agency.

The impact on our community would be devastating to the senior population and those who care for them. Healthy Generations Area Agency on Aging, as dictated under the Federally funded Older Americans Act, for planning district 16. If we were dissolved or merged with another partner agency, the state would not be able to allocate the designated funding to our area.

Community Impact

Please provide at least 2 examples of how your services have impacted members of our community.

Example 1

John* (changed to protect anonymity), a 66 year old Caroline County resident, started receiving services just before the start of FY16, prior to assessment and enrollment in RAAA services John had no routine access to transportation, limited access to appropriate or sufficient nutrition, little to no social interaction or physical activity, and a generally poor outlook on life. After almost a year of waiting for services, John was assessed, triaged, and assigned a number of supportive services through RAAA in late FY15. As a participant in the Caroline County Senior Cafe receiving routine transportation, appropriate nutrition, access to opportunities to socialize, and regular physical activity, John reports a complete turnaround in his overall satisfaction and well-being. John now receives, several nutritionally appropriate meals multiple days each week, access to fresh meats, vegetables, and produce on a weekly basis, opportunities for social interaction, physical activity and transportation to grocery shopping, pharmacy visits, and medical appointments. John reports that his life is so much more exciting now! He said that he enjoys dancing with the other clients. He is able to take his medications on a regular basis and he has found life long friendships at the cafe. John admits that he was very depressed prior to starting services with the agency. But now, he finds many reasons to smile!

Example 2

Jane, a 94 year old Fredericksburg resident who received a terminal medical diagnosis of less than 6 months several years ago, was able to remain safely in her home until her passing in early FY17. Jane received homemaking assistance on a bi-monthly basis and these small in-home supports made it possible for her to remain independent and in her own home throughout her illness. Jane received services through RAAA for 5 years which provided her with personal independence through the end of her life. Not only do homemaker services provide for our client's dignity and independence but, the benefit to the community in cost savings over care in a facility and benefits the client receives supports her well-being and quality of life until the end. Her family reports that without these services, they would have to place her in a nursing home. They knew once she was placed in a nursing home, she would become depressed and more likely to grow depressed due to the lack of her independence and freedom. The family is very appreciative of the services provided by the agency and have donated time and talent to tell others about the value that the agency brings to the community. The services provided to their loved one was vital during the moments of crisis when their mother was hospitalized. Additionally, they were able to increase services as needed on an interim basis to ensure her good health and safety.

Example 3 (Optional)

Rappahannock Area Agency on Aging

Agency Budget Narrative

Administrative Expenses

Provide an overview of the administrative costs for your agency.

The administrative cost for the agency is built on the indirect cost associated with running an operation. The cost included in this category are Executive Director, Finance Director, and IT support. The cost are currently around 9% max for the overall administration of the agency which is low compared to other agencies of comparable size. We have worked hard to enhance services while lowering the overhead cost of the agency. Also with the ability to purchase our own building with USDA funding, our rent cost have decreased. However, despite our best efforts, our cost for health insurance, utilities and other costs continue to increase. Federal Grants have increased and were used to offset these cost. We continually search for new ways to save costs.

If your agency is requesting an increase or decrease in administrative funding, please describe in detail the reasons for these changes.

We have been able to eliminate one position within the agency. This has been accomplished by spreading the responsibilities of that position among four other staff members. We are experiencing an ongoing increase in benefits for staff. Our agency has received an increase of 64% in the insurance rates but found alternative coverage for employees. However, we have needed to increase salaries to keep up with the employees hiring market. We have lost several long term employees to better paying positions within the region. We continuously review our benefits package and salary structure to determine ways to retain highly qualified employees without stretching the budget.

Please provide justification for and specific amounts of administrative costs that are defrayed by locality funds.

No administrative cost are charged to the funding provided by the localities. All administrative cost are paid by grants.

Capital Expenses

Please provide an overview of the capital costs for your agency.

Each year, the agency applies for funding with the Department of Rail and Public Transit to pay for vehicles. For the past several years, the agency has received 2-3 vehicles annually. The vehicles are used to replace current vehicles in use to transport residents throughout the region. The agency will receive 2 vehicles for fiscal year 2018. Our vehicles logged a total of 362,291 miles during 2017. We are exploring ways to supplement the cost of replacing these vehicles by minimizing emergency repairs using a local mechanic for maintenance cost/plan for each vehicle. We have implemented a 5 year plan to assist us in spreading the costs for upkeep over a 5 year span. Finally, we utilize tech shop to reduce the cost of software programs for the agency.

Please provide justification for and specific amounts of capital costs that are defrayed by locality funds.

A portion of the funding received will be used to pay the matching portion required by the grantor for the purchase of the vehicle. The remaining funding needed to purchase the vehicles will be provided by the Department of Rail and Public Transit.

Salary & Benefit Expenses

Please provide an overview of any increases or decreases in general personnel expenses for your agency.

We have experienced an increase in salary expectations of new employees hired for existing positions. We have also experienced an increase in health cost . The increase revenue streams help to offset any increase that will be incurred during this grant cycle.

Please provide a description of any changes to agency benefits structure or cost.

The board is reviewing the HR manual currently. A lower cost health insurance plan, was chosen after market analysis during July 2018. Despite the lower cost health insurance plan, we have still seen an increase of 64%. Also the board is proposing to reduce the amount of contributions to employee SEP plans (retirement).

Budget Issues

Provide any legislative initiatives or issues that may impact the agency for the upcoming year.

We have not experienced any funding cuts to grants during 2018 . We continuously monitor the federal grants and state grants to anticipate any proposed funding reductions. Currently, we did receive an increase in federal funding for 2018. However, the funding may change for FY 2019 - 20202.

If you are aware of “outside” funding sources that will expire or be reduced on a set cycle or date, please note those below and how you are planning for them.

We are unaware of any outside funding source changes that will be implemented this year. However, we continuously are reminded of the reductions in federal funding due to sequestration. While a budget was approved for the first time in several years (other than the continuing resolution), the landscape in DC is changing. As such, the ripple effect is far reaching. Virginia, especially our area, is dependent on federal jobs for funding support. If federal jobs are cut, taxes are cut at the state level. Also the current administration seems to support a reduction in our programs or potential elimination. The proposed cuts would eliminate senior employment programs, assistance to individuals who are seeking information on Medicare, transportation programs and others. If enacted, our agency could potentially lose up to 50% of our funding. So we continuously watch the funding discussions.

Please detail any identified agency needs or areas of concern that are currently not being addressed in your funding request.

We have noticed that the market for employees has improved. So many of our talented employees are leaving for better paying positions. We continue to evaluate our abilities to pay our employees a decent wage, but with the ongoing budgets, keeping talented employees is becoming a burden.

Rappahannock Area Agency on Aging

Agency Total Budget

In the boxes below provide an overview of the administrative costs associated with your total agency budget.

Expenses

	FY 2017 Actual	FY 2018 Budgeted	FY 2018 Actual	FY 2019 Budgeted	FY 2020
Salary	1,301,563.0 0	1,300,000.0 0	1,239,850.0 0	1,300,000.0 0	1,300,000.0
Benefits	416,500.00	416,000.00	224,954.00	275,000.00	275,000.00
Operating Expenses	734,517.00	735,000.00	624,911.00	625,000.00	625,000.00
Capital Expenses	65,000.00	127,443.00	122,801.00	122,825.00	122,825.00
Other Expenses	183,925.00	185,000.00	151,447.00	152,000.00	152,000.00
Total	2,701,505.0 0	2,763,443.0 0	2,363,963.0 0	2,474,825.0 0	2,474,825.00

Revenues

Please include revenue associated with your entire organization. This section represents the TOTAL revenue your organization is receiving. The revenue associated with specific programs will be listed within your program budgets; this section represents total revenues. (For example if your organization requests funding for multiple programs the total amount requested from each locality or other entities goes within this section)

	FY 2017 Actual	FY 2018 Budgeted	FY 2018 Actual	FY 2019 Budgeted	FY 2020
Caroline	30,000.00	13,000.00	13,000.00	13,000.00	13,000.00
Fredericksburg	7,880.00	7,880.00	7,880.00	7,880.00	7,880.00
King George	12,616.00	12,616.00	12,616.00	12,616.00	12,616.00
Spotsylvania	31,885.00	31,885.00	31,885.00	31,885.00	31,885.00
Stafford	27,946.00	27,946.00	27,946.00	27,946.00	27,946.00
United Way	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00
Grants	2,502,223.0 0	2,561,966.0 0	2,161,966.0 0	2,272,828.0 0	2,272,828.00
Client Fees					
Fundraising	11,205.00	11,000.00	11,520.00	11,520.00	11,520.00
Other (Click to itemize)	74,250.00	93,650.00	93,650.00	93,650.00	93,650.00

	FY 2017 Actual	FY 2018 Budgeted	FY 2018 Actual	FY 2019 Budgeted	FY 2020
Total	2,701,505.0 0	2,763,443.0 0	2,363,963.0 0	2,474,825.0 0	2,474,825.00

Surplus / Deficit

	FY 2017 Actual	FY 2018 Budgeted	FY 2018 Actual	FY 2019 Budgeted	FY 2020
Surplus or Deficit	0.00	0.00	0.00	0.00	0.00

Rappahannock Area Agency on Aging

Locality Information

Locality Notes

Please use the spaces below to provide any locality specific notes or statements that may be relevant to your application.

Caroline County

The Caroline cafes are the reigning champions of the Cornhole Tournament held in May among all jurisdictions. Additionally, they ranked very high in the annual fashion show. We have also seen an increase in the need for transportation in Caroline County. But most of all, the highest need for assistance in Caroline county is for emergency repairs. We have seen some of the most deplorable situations in Caroline County. We recognize that many of the residents do not have resources to make badly needed repairs to their homes. Our funding is not sufficient to meet all the needs.

City of Fredericksburg

The Fredericksburg Cafe is now located at the downtown Fredericksburg Baptist Church. We had to move the cafe from Old Shiloh Baptist Church due to the inability to meet the ADA requirements in our contract with our grantor agency. The new location allows our participants to receive hot meals from the Micah Cafe. We have seen an increase in the participation of our clients due to the hot meal option.

King George County

Through a partnership with Rappahannock Adult Activities, Inc. RAAA is providing services to several additional community members who may otherwise not be participating in an active, social setting with appropriate nutrition, activities and individual support from an RAAI assigned staff member. King George was the first location to implement this one of a kind partnership and is the most successful program in our area. The RAAI partnership is in the process of expanding to other areas and Senior Cafes based on the model established initially in King George County. Also an RAAA partnership with Bay Aging provides weekly shopping trips to individuals with limited access to transportation in King George. Residents of King George are offered a trip to Central Park for shopping, dining and activities. This partnership continues to grow.

Spotsylvania County

The Spotsylvania County Sherriff's office is a community partner of RAAA sponsoring multiple events throughout the year which benefit RAAA's clients including a client favorite "Blue Christmas - Shop with a Cop" for Christmas. Spotsylvania also has a "Stuff a Cruiser" event during July. This year, other jurisdictions followed the lead of the Spotsylvania Sheriff's department and participated in this event. This year, the group was able to raise over \$1,200 which was used to take residents to a movie and dinner. Each event typically results in household goods and supplies which are then distributed to clients in multiple programs. Spotsylvania continues to be our most active program with the most participants in all services.

Stafford County

In Stafford County the Nutrition Director is currently working with Healthy Start to develop an intergenerational program for Healthy Start aged children and Senior Cafe participants. This will enrich the experience of both populations as has been seen in the existing successful Healthy Start Intergenerational program operating in Caroline County. Additionally the Stafford County Sherriff's office has assisted by

supporting "Stuff a Cruiser" and "Shop with a Cop" events for RAAA clients. We have also partnered with Virginia Tech Cooperative Extension program to start a Lift (Long Life Improvement through Fitness Together) program. This program is designed to help our older residents learn to safely exercise using weights (in a chair when necessary). This program assists in reducing falls and also helps individuals become more active.

Rappahannock Area Agency on Aging - CRIA

Program Overview

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You may also SWITCH between forms in this application by using the SWITCH FORMS feature in the upper right corner. When switching forms, any updates to the existing form will automatically be saved.

General Information

Program Name CRIA

Is this a new program? No

Program Contact

Name Amber Couch

Title Director of Community Health & Wellness

Email acouch@healthygenerations.org

Phone (540) 371-3375

Program Purpose / Description

Provide an overview of this program

CRIA stands for Communication, Referral, Information and Assistance (CRIA). The CRIA program provides communication, referrals, information, and assistance to individuals in the community who are in need of support to find and access appropriate services and facilities to meet their needs. Examples of Information & Assistance requests include: nutrition, transportation, homemaking, emergency alert response systems, nursing home facilities, Medicare insurance counseling and assistance, emergency home repairs, partner agency referrals, assistance in locating help in another area, local information, community programs, and many other requests. This program is the connection to community resources improving awareness and access to services and other types of assistance. Often, individuals are faced with some type of crisis situation and are in need of critical services to help alleviate the crisis while remaining in the community. Trained Specialists are available to connect residents to those critical services. The Specialists offer community resources available to help an older adult remain in their own home after the crisis has passed. The specialist conducts a telephone assessment of the situation. Based on the assessment, information on services available either through the agency or partner agencies are provided to the caller. In instances of emergencies, the caller is directed to call 9-1-1.

Client Fees

Please describe the fees clients must pay for the services by this program.

There are no direct-to-client fees associated with this service. The majority of funding for this services comes from the Older Americans Act. This funding does not allow "fees", however, donations are always accepted and encouraged.

Justification of Need

Please state clearly why this service should be provided to the citizens of the region and why the localities should consider this funding request.

This program provides reliable access to information, improves community awareness and increases access to local services by connecting individuals with appropriate referrals. The agency maintains and distributes the "Senior Resource Directory" which is a listing of all local resources. There are, on average, more than 1,100 calls each month to our agency. Additionally, 4,538 newsletters were delivered throughout the year on a quarterly basis to the community. We also have over 750 people on our social media page who receive regular updates on our services. Finally, we track the number of hits on our website through google analytics. Last year, we had over 25,000 "hits" via google. These are family members who may live out of the area looking for vital resources for their loved ones.

If this is a new program, be sure to include the benefits to the region for funding a new request.

This is not a new program.

Target Audience and Service Delivery

Describe the program's intended audience or client base and how those clients are served.

Older adults can contact the agency through a toll-free number /or through personalized assistance. Residents, regardless of age, can contact the agency to find out what resources are available to older adults aged 60 and over and individuals with disabilities aged 18+. The agency also conducts informative events through radio, television, mail, email, social media, newsletters, website, office visits, in-home assessments, group meetings and formal presentations. During FY18 1161 individuals were served with 701 Information & Assistance service referrals to both agency programs and other programs in the community.

If your program has specific entry or application criteria, please describe it here.

Information & Assistance programs are for older residents, aged 60 and older, caregivers, distant family members, and individuals with disabilities aged 18+, that reside in planning district 16 which includes the city of Fredericksburg, and the counties of Spotsylvania, Stafford, Caroline and King George. Those individuals who are minority, below poverty level, or reside in a rural community are given priority status. Additionally, Healthy Generations Area Agency on Aging is a part of the "No Wrong Door" initiative to help reduce the number of contacts needed to access assistance.

Rappahannock Area Agency on Aging - CRIA

Program Budget Narrative

Please indicate in detail reasons for increases or decreases in the amounts you are requesting.

Caroline County reduced our allocation in 2017. The budget shown here reflects the implementation of this reduction.

If an increase is being requested, please describe the impact not receiving an increase would have on the program.

No change in requests from each jurisdiction.

In particular, please describe in detail if any increase is sought for new positions or personnel.

No change in the requests from each jurisdiction.

Rappahannock Area Agency on Aging - CRIA

Program Specific Budget

Please provide your program specific budget below.

Expenses

	FY 2017 Actual	FY 2018 Budgeted	FY 2018 Actual	FY 2019 Budgeted	FY 2020
Personnel	40,270.00	38,270.00	38,270.00	38,270.00	38,270.00
Benefits	12,886.00	12,246.00	12,246.00	12,246.00	12,246.00
Operating Expenses	6,691.00	6,331.00	6,331.00	6,331.00	6,331.00
Capital Expenses	0.00	0.00	0.00	0.00	0.00
Total	59,847.00	56,847.00	56,847.00	56,847.00	56,847.00

Revenues

This section represents revenue specifically associated with your program. Revenue that supports the implementation of your program and the services provided to the community.

	FY 2017 Actual	FY 2018 Budgeted	FY 2018 Actual	FY 2019 Budgeted	FY 2020
Caroline	5,879.00	2,879.00	2,879.00	2,879.00	2,879.00
Fredericksburg	926.00	926.00	926.00	926.00	926.00
King George	3,154.00	3,154.00	3,154.00	3,154.00	3,154.00
Spotsylvania	6,051.00	6,051.00	6,051.00	6,051.00	6,051.00
Stafford	5,735.00	5,735.00	5,735.00	5,735.00	5,735.00
United Way	0.00	0.00	0.00	0.00	0.00
Grants	38,102.00	38,102.00	38,102.00	38,102.00	38,102.00
Client Fees	0.00	0.00	0.00	0.00	0.00
Fundraising	0.00	0.00	0.00	0.00	0.00
Other (Click to itemize)	0.00	0.00	0.00	0.00	0.00
Total	59,847.00	56,847.00	56,847.00	56,847.00	56,847.00

Surplus / Deficit

	FY 2017 Actual	FY 2018 Budgeted	FY 2018 Actual	FY 2019 Budgeted	FY 2020
Surplus or Deficit	0.00	0.00	0.00	0.00	0.00

[View Diagram](#) Goals and Objectives

Goals

Goal:

Increased access to community resources and community awareness of HGAAA programs are key to the effectiveness of Information & Assistance. During FY16 the agency will work to increase community awareness through marketing, participation in health and community fairs, partnership building, and other opportunities.

Objectives

		2017 Year End	2018 Baseline	2019 Baseline
Provide group presentations to community members at both public and private health and community fairs, presentations, and meetings. HGAAA will participate in more than 15 events during FY18.	Total # Clients Served	14	15	17
	Total # Clients Achieved/Successful	14	15	17
	% Achieved / Successful	0	100	100
Make presentations to at least 500 individuals in a community setting to provide information on program availability and access to services during FY18.	Total # Clients Served	346	500	500
	Total # Clients Achieved/Successful	346	500	500
	% Achieved / Successful	0	100	100

Explanation & Overview

If your outcomes are significantly less than your stated objectives, please note any reasons why this might be the case

Turnout at the events in which we participated was lower than expected. While we did attend approximately the number of projected events there were fewer attendees and less participation

Updates for FY2018

Please note any changes you plan to make to the program, or the stated goals and objectives, given the data you have reported

We expect to have at least the projected number of presentations. We do not plan to decrease the

numbers on the basis that we now have a dedicated outreach worker to attend community health fairs and other opportunities for information distribution.

If you are restating the goals or objectives for the prior calendar year, please include those here

Increased access to community resources and community awareness of HGAAA programs are key to the effectiveness of Information & Assistance. During FY16 the agency will work to increase community awareness through marketing, participation in health and community fairs, partnership building, and other opportunities.

Goal:

The goal of the Information & Assistance Program is to connect older adults aged 60 and older, individuals with disabilities aged 18+ and their caregivers' with timely, reliable, comprehensive information and referral services to anyone who requests it, regardless of income, at no cost to them.

Objectives

		2017 Baseline	2017 Year End	2018 Baseline	2019 Baseline
Provide older adult residents of Planning District 16 with timely reliable information easily accessible to the general public. We project a total distribution of 5,500 newsletters during 2019.	Total # Clients Served		5,030	6,500	6,000
	Total # Clients Achieved/Successful		5,030	4,500	6,000
	% Achieved / Successful	0	100	69.23	100
Provide telephone assessments to approximately 205 new individuals each year.	Total # Clients Served		264	205	250
	Total # Clients Achieved/Successful		264	205	250
	% Achieved / Successful	0	100	100	100

Explanation & Overview

If your outcomes are significantly less than your stated objectives, please note any reasons why this might be the case

Our outcomes exceeded our stated objectives by a small amount we have increased our projection over the prior year based on the anticipated increase in need.

Updates for FY2018

Please note any changes you plan to make to the program, or the stated goals and objectives, given the data you have reported

Our agency now has a dedicated outreach worker as well as one additional part-time options counselor these individuals will help to generate a larger group of clients and provide assistance to those individuals.

If you are restating the goals or objectives for the prior calendar year, please include those here

The goal of the Information & Assistance Program is to connect older adults aged 60 and older, individuals with disabilities aged 18+ and their caregivers' with timely, reliable, comprehensive information and referral services to anyone who requests it, regardless of income, at no cost to them.

Rappahannock Area Agency on Aging - CRIA

Number of Individuals Served

Localities

Please provide the actual numbers of individuals served in this program during FY2017 and FY2018, the estimated numbers of individuals served in FY2019 and the projected numbers of individuals served in FY2020.

Locality	FY2017 (Actual)	FY2018 (Actual)	FY 2019 Estimate	FY 2020 Projected
Fredericksburg City	119	185	150	150
Caroline County	121	149	150	150
King George County	55	66	70	70
Spotsylvania County	410	431	430	430
Stafford County	228	306	305	305
Other Localities	4	24	20	20
Total	937	1,161	1,125	1,125

Rappahannock Area Agency on Aging - CRIA

Collaborative Impact

Efforts and Partnerships

Describe in detail examples of collaborative efforts and key partnerships between your program and the other programs or agencies in the area.

The agency works closely with local agencies to ensure resources are up to date online and in our resource directory. As staff are out in the community, the staff are able to gather critical information and offer information to those calling the agency. Additionally, the staff refer individuals to appropriate resources first before using "last resort funding" from our agency. If there is another resource available that covers the caller's need, the agency makes that referral to the other agency. When all other resources are exhausted, the agency will evaluate the individuals for services offered by this agency. We have a number of key partnerships within our area. We work very closely with members of Partners in Aging, local DSS offices, local Veteran offices, hospitals, parks and rec departments, for profit entities serving older adults, sheriff's departments, RACSB, disAbility Resource Center and others as identified.

Collaborative Impact

Describe in detail how the community would be impacted if your program were dissolved or merged with another partner agency.

This funding is critical when connecting residents of the greater Fredericksburg area. This funding is used to connect individuals to community resources, resource guides and other critical information. No other agency in the area offers a comprehensive listing of resources to older adults and their families. If the agency were impacted to the extent that our agency would shut down, the funds would be placed within another Area Agency on Aging, possibly from a different area. There would be no assurance that planning district 16 would receive their "fair share" of federal and state funding. Further, the dedication and devotion to maintain an accurate resource directory would no longer be an option. Older adults, their families and disabled adults may not find the resource to assist them when they need it most.