

# SAN PABLO ANNUAL COMMUNITY GRANT PROGRAM FY 2018-19 FINANCIAL REPORT



Please provide a brief description of how the FY 2018-19 grant was used including program events and any activities that were implemented. Use the following questions as a guideline to complete this report. You may include no more than four (4) additional pages to this report. **Only one (1) set is required as staff will make necessary copies. DO NOT INCLUDE ANY CONFIDENTIAL INFORMATION, (e.g. Social Security Numbers, Bank Account, etc.) THIS IS A PUBLIC DOCUMENT**

## I. CONTACT INFORMATION

<b>Agency Name</b>	Meals on Wheels Diablo Region	
<b>Street Address</b>	1300 Civic Drive	
<b>City/State/Zip Code</b>	Walnut Creek, CA 94596	
<b>Phone/Fax/Email</b>	925-937-8311 / 925-946-1869 / info@mowdr.org	
<b>Contact Person/Title</b>	Carrie Blanding, Interim Executive Director	
<b>Community Activity/Event Name</b>	Care Management Services for Low-Income Seniors	
<b>Date of Event(s)</b>	July 1, 2018 - present	
<b>Amount of grant funding received:</b>	\$ 5,000	
<b>Amount of grant funding spent:</b>	\$ 5,000	
<b>Summary of sponsored event participants</b>	Age range: 60 + # of San Pablo Residents: 47	
	<b>Target # of people served:</b> 38	<b>Actual # of people served:</b> 61
	<b>Target goal:</b> - improve seniors' quality of life. - keep seniors living independently longer. - 85% of clients will show improvement in their quality of life after working with a Care Manager.	<b>Actual goal:</b> - improve senior's quality of life. - keep seniors living independently longer. - 95% of clients receiving services showed an improvement in their quality of life after working with a Care Manager.

## II. PROGRAM AND EVENT INFORMATION

The Annual San Pablo Community Foundation Grant program is intended to focus on grant awards that promote any of the recommended activities, policies or programs identified in the recently adopted **City of San Pablo Childhood Obesity Prevention Task Force: Community Action Plan** adopted by the San Pablo City Council on April 21, 2014. A copy of this plan may be referenced from the City's website ([www.SanPabloCA.gov](http://www.SanPabloCA.gov)), under the "City Council" Department webpage. Please describe where and how your program or event falls in one or more categories:

n/a

The grant awards should also focus on enhancing or promoting any of the "**Major Policy Goals and/or Strategic Policy Initiative**" identified under the **San Pablo Adopted FY 2018-21 Priority Workplan Update**, effective November 1, 2017. A copy of this plan may be referenced from the City's website ([www.SanPabloCA.gov](http://www.SanPabloCA.gov)), under the "City Council" Department webpage. Please describe where and how your program or event falls in one or more categories:

The agency's Care Management services for low-income seniors in San Pablo falls under the Services for Families, Seniors, & Youth category.

Please provide a description of the program(s), event(s) and/activity, including date(s). If you were not able to complete or achieve the goals outlined on your grant application please provide a brief explanation:

MOWDR provided a professional Spanish/English bilingual Care Manager on-site at the San Pablo Senior Centers on the 3rd Wednesday of each month, between the hours of 10:00am-2:30pm, to provide care management for low-income older adults. This is the busiest time at the Center. The Care Manager also spent 16 additional hours per month on follow-up services. San Pablo Senior Center staff also referred clients who could not wait until the 3rd Wednesday of the month to MOWDR's Care Managers for phone consultations. Services are provided at no cost to seniors served. Please see attachments for list of services rendered, and a client success story.

Please provide financial information on how the grant funds were used and the number of San Pablo residents the program/event/activity serviced (requirement of at least 75% San Pablo Residents)

The full amount of the grant (\$5,000) was used to support the Director of Care Management's hours at the San Pablo Senior Center and additional hours assisting San Pablo seniors.

The full costs of providing Care Management at the San Pablo Senior Center include:

Director of Care Management (.14FTE)	\$10,397
Mobile Phone	50
Travel	351
Postage	100
Office Supplies	400
Total Expenses	11,298

# of San Pablo residents served: 47

Total # of clients served: 61

% of clients served who are San Pablo residents: 77%

### III. PROGRAM/EVENT ATTACHMENTS

Please include any applicable supplemental documents not limited to: financial spreadsheet, revenues vs. expenses, invoices, stories, program agenda, etc. (Limited to **ONLY** four (4) pages – size 8 1/2" x 11" – single sheets)

<input checked="" type="checkbox"/>	Page 1 description	Care Management Services provided, FY2018/19
<input checked="" type="checkbox"/>	Page 2 description	Client success story
<input checked="" type="checkbox"/>	Page 3 description	San Pablo Community Grant Budget Report
<input type="checkbox"/>	Page 4 description	

### IV. ADDITIONAL SUPPORT

Please list any in-kind donations provided (printing, promotional items, education materials) by any other organizations:

n/a

### V. ADDITIONAL COMMENTS

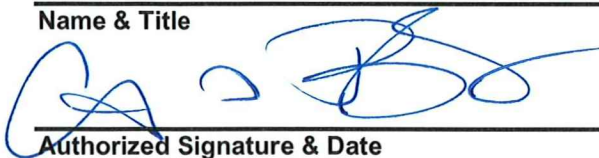
Please share with us any additional comments:

Thank you for your support of this critical service for San Pablo seniors!

### VI. SIGNATURE

Carrie Blanding, Interim Executive Director

Name & Title



4/1/2019

Authorized Signature & Date

Please mail this \* financial report and \* supporting documents to the address below. Document must be received in the City Manager's Office (postmarks NOT accepted) by Monday, April 1, 2019 at 6:00pm.

- o Reporting criteria – single side document – 8 1/2" x 11"
  - ❖ 3 Page Financial Report
  - ❖ 4 additional pages – Program/Event Attachments (if applicable)

**City of San Pablo**  
**City Manager's Department, Bldg. 1**  
**13831 San Pablo Avenue**  
**San Pablo, CA 94806**  
**c/o FY 18-19 San Pablo Community Grant Program**



**MEALS ON WHEELS**

**C.C. CAFÉS**

**FALL PREVENTION**

**COMPANIONSHIP**

**ARTFUL AGING**

**CARE MANAGEMENT**

## **City of San Pablo**

### **Care Management Services provided, FY2018-19**

MOWDR's Care Management team at the San Pablo Senior Center provided low-income seniors with referrals to or assistance with the following services:

- Access to Food Banks
- Assisted Living Resources
- Domestic Violence Counseling
- Employment Services
- Fall Prevention
- Fiduciary
- Financial and Elder Abuse Information
- Home Repairs
- Housing Resources
- Legal Help
- Meals on Wheels
- Transportation
- Utility Assistance
- Veteran's Services



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## City of San Pablo

### Client success story

José and Maria are a San Pablo couple in their late 60s, living on a fixed income, who came to meet with MOWDR's Care Manager at the San Pablo Senior Center because they were distressed with financial issues and unable to cover all their expenses. They were afraid they would not be able to keep their apartment because it was a struggle to pay their rent every month. Our Care Manager worked with José and Maria to track all their income and expenses for three months. We helped them to identify their spending habits, and helped them establish a budget. They were also able to qualify for assistance in paying their utility bills. With some tight budgeting, José and Maria were able to carry on with much less financial stress.

Meals on Wheels Diablo Region  
FY 2018-2019

Care Management for Seniors at San Pablo Senior Center

Proposed Budget

						Total Cost for San Pablo Program	Requested Amount from San Pablo C.F.	
Position	Hourly Rate	Annual Rate @1.0 FTE	San Pablo Case Follow-Up in W.C.	San Pablo Senior Center	FTE			MOWDR
Salary & Benefits								
Director of Care Management	\$36.77	\$76,490.89			0.05	\$ 3,529.92	\$ 1,813.36	\$ 1,716.56
Care Management Specialist (bilingual)	\$25.75	\$53,560.00	16/hrs/mth	8/hrs/mth	0.14	\$ 7,416.00	\$ 7,416.00	\$ -
Other Expenses		Description						
Mobile Phone	Monthly allowance of \$30/each; 19% for San Pablo					\$ 136.80	\$ 136.80	\$ -
Travel	104 miles/month @ \$.535/mile					\$ 667.68	\$ 333.84	\$ 333.84
Postage	Stamps					\$ 100.00	\$ 100.00	\$ -
Office Supplies						\$ 400.00	\$ 200.00	\$ 200.00
Total Expenses						\$ 12,250.40	\$ 10,000.00	\$ 2,250.40

Actual Budget

San Pablo						Total Cost for San Pablo Program	Received Amount from San Pablo C.F.	MOWDR
Position	Hourly Rate	Annual Rate @1.0 FTE	San Pablo Case Follow-Up in W.C.	San Pablo Senior Center	FTE			
Salary & Benefits								
Director of Care Management	\$35.70	\$74,263.00	16/hrs/mth	8/hrs/mth	0.14	\$ 10,396.82	\$ 5,000.00	\$ 5,396.82
Other Expenses								
	Description							
Mobile Phone	Monthly allowance of \$30; 14% for San Pablo					\$ 50.40		\$ 50.40
Travel	52 miles/month @ \$.5625/mile					\$ 351.00		\$ 351.00
Postage	Stamps					\$ 100.00		\$ 100.00
Office Supplies						\$ 400.00		\$ 400.00
Total Expenses						\$ 11,298.22	\$ 5,000.00	\$ 6,298.22

Notes The Director of Care Management provided the service for year because the bi-lingual specialist resigned prior to the July 1 contract start date.