

FORSYTH COUNTY

BOARD OF COMMISSIONERS

MEETING DATE: APRIL 27, 2015 AGENDA ITEM NUMBER: 4

SUBJECT: RESOLUTION AUTHORIZING THE FORSYTH COUNTY DEPARTMENT OF SOCIAL SERVICES TO SUBMIT AN APPLICATION TO THE CITY OF WINSTON-SALEM AS THE RECIPIENT OF FEDERAL TRANSIT ADMINISTRATION (FTA) GRANT FUNDS TO EXPAND TRANSPORTATION OPTIONS AND SERVICES FOR ELIGIBLE SENIORS AND DISABLED INDIVIDUALS (FORSYTH COUNTY DEPARTMENT OF SOCIAL SERVICES)

COUNTY MANAGER'S RECOMMENDATION OR COMMENTS: Recommend Approval

SUMMARY OF INFORMATION:

Forsyth County DSS was recently awarded a Section 5310 subgrant from the City of Winston-Salem covering the period until the end of Federal Fiscal Year 2016. This grant application covers the period until the end of Federal Fiscal Year 2017.

ATTACHMENTS: YES NO

SIGNATURE: *J. Dudley Curtis, Jr. /cdh* DATE: April 22, 2015
COUNTY MANAGER

RESOLUTION AUTHORIZING THE FORSYTH COUNTY DEPARTMENT OF SOCIAL SERVICES TO SUBMIT AN APPLICATION TO THE CITY OF WINSTON-SALEM AS THE RECIPIENT OF FEDERAL TRANSIT ADMINISTRATION (FTA) GRANT FUNDS TO EXPAND TRANSPORTATION OPTIONS AND SERVICES FOR ELIGIBLE SENIORS AND DISABLED INDIVIDUALS (FORSYTH COUNTY DEPARTMENT OF SOCIAL SERVICES)

WHEREAS, the Forsyth County Department of Social Services requests authorization to apply to the City of Winston-Salem as the recipient of Federal Transit Administration (FTA) Section 5310 grant funds to expand transportation options and services for eligible seniors and disabled individuals.

NOW, THEREFORE, BE IT RESOLVED that the Forsyth County Board of Commissioners hereby authorizes the Forsyth County Department of Social Services to submit the attached grant application for FTA Section 5310 funding to the City of Winston-Salem as the recipient of the said federal funds.

BE IT FURTHER RESOLVED that the County Manager is hereby authorized to execute, on behalf of Forsyth County, any necessary documents to submit the said grant application, subject to approval as to form and legality by the County Attorney, and a pre-audit certificate thereon by the Chief Financial Officer, if applicable.

Adopted this 27th day of April, 2015.

Section 5310 Grant Application

2015

**Enhanced Mobility of Seniors and Individuals with
Disabilities Program Fund
Federal Transit Administration (FTA) Section 5310**



Winston-Salem Urban Area
Metropolitan Planning
Organization
City of Winston Salem

3/5/2015

PART I – Section 5310 GRANT APPLICANT INFORMATION

Applicant Data

Legal Name: Forsyth County Department of Social Services (FCDSS)

Contact Person: Diane Wimmer, Adult Services Division Director

Address: 741 Highland Avenue

City, State, Zip: Winston-Salem, NC 27101

Telephone: 336-703-3870

Fax: 336-727-8491

E-mail: wimmerds@forsyth.cc

Project Description

TITLE Adult In Home Services Transportation

BRIEF DESCRIPTION FCDSS provides services to the elderly 65+ and adults with disabilities that choose to remain at home. Our Social Work staff assess the needs of individuals requesting services which may include transportation to Doctor's appointments, grocery shopping and essential errands. The individuals we serve are typically unable to use public transportation and need the assistance of an Aide or Social Worker.

PROJECT TYPE: Capital Operating

SERVICE DAYS/HOURS

Monday - Friday 7:30 am - 5:00 pm

ESTIMATED COST PER ONE WAY TRIP 57.5 per mile (operating cost)

ESTIMATED DAILY RIDERS 20 -25 (weekday/weekend)

PART II - PROJECT NARRATIVE

Project Need/Goals and Objectives (25 points)

1. Describe the unmet transportation need that the proposed project seeks to address and the relevant planning effort that documents the need. Does it cover an area targeted by the Coordination Plan? Describe how the project will mitigate the transportation need. Estimate the number of people served and/or the number of service units that will be provided. Describe the specific community this project will serve, and provide pertinent demographic data and/or maps.

The Adult Division provides In Home Services (IHS) to older adults and adults with disabilities. Services are provided to any eligible individual that resides in Forsyth County, at no cost. We have a minimum of 8 Social Workers that assess individuals requesting assistance so they can remain in their homes safely. Often an individual has a need for light housekeeping, meal preparation, assistance with grooming, laundry and transportation to a doctor's appointment, grocery shopping and essential errands. Due to their need for hands on assistance they are unable to use public transportation.

There are 20 In Home Aides, 6 of those are assigned to providing the transportation. (Social Work staff also provide transportation when an Aide is not available.) Based on the individual's needs each Aide can serve 3-5 individuals per day, approximately 90 per week. The In Home Program serves an average of 170 individuals a month. Currently we have approximately 93 individuals on the waiting list for In Home Aide Services. During FY2013-14 our Transportation Aides traveled an average of 5,077 miles per month with an annual amount of 60,927 miles. Total mileage for current FY thru February 2015 is 38,304 with an average of 4,788 miles per month.

2. What are the project's goals and objectives?

Our mission is to ensure that older adults and adults with disabilities residing in Forsyth county receive quality assistance and services, to help them gain a more meaningful and independent life, when possible, and to provide these services in the most timely and efficient manner.

Providing transportation and assistance to those in need enables individuals served to remain independent. National research and surveys have found that older adults choose to live in their own home and not in an institutional setting as long as they are able. Remaining at home is also more cost effective and saves state and federal dollars. The maximum for private pay in a special care unit is \$3,700 (Medicaid rate is \$2743) while a stay in a nursing home ranges from \$5,000 - \$6,000. Providing services to an individual at home averages less than \$500 a month and that may include In Home Aide, and Meals on Wheels. If an individual requires Adult Day Care/Adult Day Health the rate is between \$36 -\$43 per day.

Our goal for this service is to provide transportation to vulnerable adults and provide the necessary assistance 100% of the time.

Implementation Plan

1. Describe key personnel assigned to this project, and your agency's ability to manage the project.

Adult Services, Division Director
In Home Services Supervisor
In Home Aide Program Manager
In Home Aide Supervisors (2)
Business and Finance Office

Forsyth County DSS provides an array of services with an annual operating budget of \$53 million. The Adult Division manages various programs with various funding sources. Our In Home Aide Program is covered under the Home and Community Care Block grant, EDTAP, 5310 and County funds.

2. Provide an operational plan for delivering service. Include route or service area map, if applicable OR provide an implementation plan for completing a capital project, including key milestones and estimated completion date.

Individuals that receive In Home Aide services are assessed by our In Home Services Unit Social Workers. Services are based on customer needs and availability. Transportation becomes a key element for many of our customers because they are unable to use public transportation and often they do not have any family or informal supports to provide the necessary assistance. Often they do not have access to public transportation nor do they have any family or informal supports to provide the necessary assistance.

Once a service plan is developed it will include the types of services to be provided as well as frequency. The plan is monitored by the Social Worker and the IHA Supervisors to ensure quality service.

There is not a specific route as our program covers any eligible adult residing in Forsyth County.

3. Explain how this project relates to other services or facilities provided by your agency or firm and demonstrate how it can be achieved within your technical capacity.

The In Home Aide Program is a licensed service and all staff are employees of the county. There is no duplication of services within DSS.

Program Effectiveness and Performance Indicators (20 points)

1. Project application should demonstrate that the proposed project is the most appropriate match of service delivery to the need. Identify performance measures to track the effectiveness of the service in meeting the identified goals. For capital-related projects, project sponsor is responsible to establish milestones and report on the status of project delivery.

100% of eligible customers open for Home Management and Transportation will remain in a safe environment.

100% of eligible customers will have access to transportation to ensure continuity with their medical care.

100% of eligible customers will have choice regarding their participation in grocery shopping and running necessary errands.

100% of eligible customers will receive timely services.

2. Describe a plan for monitoring and evaluation of the service, and steps to be taken if original goals are not achieved.

Social Workers assess an individual's needs, develop a service plan, coordinate and monitor the effectiveness of the services. They are required to complete assessments quarterly and annually to ensure services continue to meet the needs of the individual. The SW Program Manager audits cases on a quarterly basis and reviews all new ones.

The In Home Aide Supervisors conduct periodic onsite monitoring of aide services and will also go to the home if a concern is expressed.

The In Home Aides complete tasks sheets that they must review with the customer and ask that they sign to demonstrate they are in agreement with the service provided. These sheets are reviewed by the In Home Aide Supervisors and the assigned Social Worker.

The Adult Division recently went through 2 state audits for our In Home Aide Program as well as Adult Protective Services, Guardianship etc. The outcome of both audits were outstanding and our In Home Documentation was recognized as being a Best Practice.

Project Budget (15 points)

1. Project sponsor should provide a complete budget indicating project revenues and expenditures in the format provided in Part III and describe efforts to ensure its cost-effectiveness.

The total miles provided during the first 8 months of FY 14 -15 is 38,304. This is an annualized 57,456 miles of transportation to approximately 170 individuals or 338 miles of transportation. There is a decrease from last year due to a significant turnover as a result of retirements and those leaving for other employment. Currently we are projected to be fully staffed again effective April 15, 2015, filling the 3 vacant positions. At the IRS milage rate for buiness of 57.5 cents/mile, the total projected transportation expense for current FY14/15 is \$33,037 with the average cost of \$194.00 or \$16.00 per month. This is less than a cost of an unlimited 30 day bus pass at \$30.00 per month and that does not include the assistance of an Aide. We will expect to see a spike the last couple of months because we will be fully staff.

Revenues are expected to be supported by the 5310 Grant Funds and existing county funds.

Coordination and Program Outreach (10 points)

1. Describe how the project will be coordinated with public and/or private transportation and social service agencies serving seniors and individuals with disabilities.

This grant is being proposed by the Forsyth County Department of Social Services and we strive for collaboration and partnership with all area services including public/private transportation, when appropriate. The Division Director is the Chair of the FC Aging Services Planning committee and a member of the subcommittee Forsyth in Motion (FIM) which addresses the needs of transportation for older adults and adults with disabilities. Significant outreach and education is provided to residents of the county.

Any of our customers receiving Medicaid will continue to be eligible for transportation to Medicaid covered services. The transportation we provide is not a duplication and is billed separately.

2. Describe efforts to market the project, and ways to promote public awareness of the program. Letters of support should be obtained from key stakeholders and attached to the grant application.

In Home Aide Services are covered under the Older American Act. DSS along with other county, state and federal programs continually provide information about covered services through various publications, Information and Referral sources, and our website.

Innovation (5 points)

1. Describe any proposed use of innovative approaches that will be employed for this project. Discuss what is innovative about the approach and how the innovations could be applied to other services in the region.

The innovative part of our In Home Aide Program is that all staff are county employees. We do not rely on contracted services. This ensures continuity of service and helps to develop a strong relationship with the customer. We can control the quality and ensure, even in an Aide's absence, a Social Worker can step in so there is no lapse of service.

PART III – PROPOSED PROJECT BUDGET

Project Funding

Local matching funds will be required for all application submittals. For projects requiring operating funds, the required match is 50%+ from non-federal transportation funds. For capital projects the required match is 20%+ from non-federal transportation funds.

Capital Project	Dollar Amount	Percentage
Total Annual Project Budget		
Federal Share		
Local Match		

Operating Project	Dollar Amount	Percentage
Total Annual Project Budget	\$41,885	
Federal Share	\$33,484	80%
Local Match	\$8,371	20%

Local Match Funding Source County Funds

Note: The applicant is required to demonstrate a commitment to providing local match funds. This can be in the form of a letter and/or a copy of an existing grant agreement or supporting documentation where funds will be drawn from.

Will there be a commitment of funds beyond the grant period? Yes No

Describe (attach detail proposal to application):

Proposed Budget Continuation

Forsyth County DSS has been operating the In Home Service Program since the early 80's and is licensed by the Department of Health Regulations Services. The purpose of the program and services offered is to assist older adults and adults with disabilities to remain in their own home. Services under the In Home Aide Program include light housekeeping, meal preparation, grocery shopping, laundry and transportation to doctor's appointments, grocery shopping and essential errands. We always encourage the customer to participate as much as possible and often the only time they are able to leave their home is when the Aide is there to take them. Those receiving transportation often do not use public transportation because they need assistance by an Aide.