

PART I - FACE SHEET

APPLICATION FOR FEDERAL ASSISTANCE		1. TYPE OF SUBMISSION: Application <input checked="" type="checkbox"/> Non-Construction															
Modified Standard Form 424 (Rev.02/07 to confirm to the Corporation's eGrants System)																	
2a. DATE SUBMITTED TO CORPORATION FOR NATIONAL AND COMMUNITY SERVICE (CNCS):		3. DATE RECEIVED BY STATE: 15-DEC-10	STATE APPLICATION IDENTIFIER:														
2b. APPLICATION ID: 11AC122958		4. DATE RECEIVED BY FEDERAL AGENCY:	FEDERAL IDENTIFIER: 09ACHWV0010001														
5. APPLICATION INFORMATION																	
LEGAL NAME: United Way of Central West Virginia DUNS NUMBER: 793081563		NAME AND CONTACT INFORMATION FOR PROJECT DIRECTOR OR OTHER PERSON TO BE CONTACTED ON MATTERS INVOLVING THIS APPLICATION (give area codes): NAME: Elizabeth Southall TELEPHONE NUMBER: (304) 340-3519 FAX NUMBER: (304) 340-3621 INTERNET E-MAIL ADDRESS: bsouthall@unitedwaycwv.org															
ADDRESS (give street address, city, state, zip code and county): 1 United Way Sq Charleston WV 25301 - 1000 County: Kanawha																	
6. EMPLOYER IDENTIFICATION NUMBER (EIN): 550402755		7. TYPE OF APPLICANT: 7a. Non-Profit 7b. Community-Based Organization															
8. TYPE OF APPLICATION (Check appropriate box). <input type="checkbox"/> NEW <input type="checkbox"/> NEW/PREVIOUS GRANTEE <input checked="" type="checkbox"/> CONTINUATION <input type="checkbox"/> AMENDMENT If Amendment, enter appropriate letter(s) in box(es): <input type="text"/> <input type="text"/> A. AUGMENTATION B. BUDGET REVISION C. NO COST EXTENSION D. OTHER (specify below):		9. NAME OF FEDERAL AGENCY: Corporation for National and Community Service															
10a. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER:94.006 10b. TITLE: AmeriCorps State		11.a. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: LifeBridge AmeriCorps															
12. AREAS AFFECTED BY PROJECT (List Cities, Counties, States, etc): Entire state of WV		11.b. CNCS PROGRAM INITIATIVE (IF ANY):															
13. PROPOSED PROJECT: START DATE: 08/17/11 END DATE: 08/16/12		14. CONGRESSIONAL DISTRICT OF: a.Applicant <u>WV 00</u> b.Program <u>WV 002</u>															
15. ESTIMATED FUNDING: Year #: <u>3</u>		16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS? <input type="checkbox"/> YES. THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON: DATE: <input checked="" type="checkbox"/> NO. PROGRAM IS NOT COVERED BY E.O. 12372															
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%;">a. FEDERAL</td> <td style="text-align: right;">\$ 910,000.00</td> </tr> <tr> <td>b. APPLICANT</td> <td style="text-align: right;">\$ 775,184.00</td> </tr> <tr> <td>c. STATE</td> <td style="text-align: right;">\$ 0.00</td> </tr> <tr> <td>d. LOCAL</td> <td style="text-align: right;">\$ 0.00</td> </tr> <tr> <td>e. OTHER</td> <td style="text-align: right;">\$ 0.00</td> </tr> <tr> <td>f. PROGRAM INCOME</td> <td style="text-align: right;">\$ 0.00</td> </tr> <tr> <td>g. TOTAL</td> <td style="text-align: right;">\$ 1,685,184.00</td> </tr> </table>		a. FEDERAL	\$ 910,000.00	b. APPLICANT	\$ 775,184.00	c. STATE	\$ 0.00	d. LOCAL	\$ 0.00	e. OTHER	\$ 0.00	f. PROGRAM INCOME	\$ 0.00	g. TOTAL	\$ 1,685,184.00	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT? <input type="checkbox"/> YES if "Yes," attach an explanation. <input checked="" type="checkbox"/> NO	
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18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT, THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.																	
a. TYPED NAME OF AUTHORIZED REPRESENTATIVE: Elizabeth Southall		b. TITLE: Program Director	c. TELEPHONE NUMBER: (304) 340-3519														
d. SIGNATURE OF AUTHORIZED REPRESENTATIVE:			e. DATE SIGNED: 04/27/11														

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Executive Summary

LifeBridge AmeriCorps is requesting funds for full-time members to serve in rural West Virginia communities. The Education Corps members will provide tutoring, mentoring, and support to at-risk children and their families. The Health and Human Services Corps members will provide financial literacy services; job skills training; information and referral networks; and one-on-one assistance to help individuals meet their employment, clothing, and hunger alleviation needs.

Rationale and Approach

Problem

The only state entirely within the Appalachian Region, West Virginia encompasses 24,321 square miles of area and is home to approximately 1.8 million people. As the 2nd most rural state in the nation, WV faces significant physical barriers which add economic challenges to many communities. In fact, more than 27% of the state's 55 counties are categorized as impoverished by the Appalachian Regional Commission.

Tragically, "distressed" is an adjective all too commonly used when describing WV. The state is currently the 2nd poorest state, with more than 15% of the total population living below the federal poverty level (2000 Census). Further, in 2005, WV ranked 49th out of the 50 states in median household income at \$33,452 and median family income at \$42,821.

With its mountainous terrain and picturesque scenery, WV's nickname as the Mountain State epitomizes the "hills and hollers" associated with Appalachia. While the beauty of the state is remarkable, the topography makes travel, transportation, and communications difficult. Most successful human service programs operate on a community level, where trust is established among residents and physical barriers are diminished. LifeBridge AmeriCorps embraces this model of community-based

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programming and seeks to help individuals overcome economic challenges by accessing educational, health, and human service resources and services they need to live healthy, productive lives.

Educational Needs

Not surprisingly, the high poverty rates in the state are a result of low educational attainment levels and low levels of adult literacy. Historically and currently, WV adults have low formal educational achievement levels. The West Virginia Higher Education Policy Commission (2000) found that the state ranks 50th out of the 50 states in the college-going rate; the population of adults having a bachelors degree or higher; and the preparation of its workforce for the new economy.

Approximately 20% of WV adults function below a fourth grade reading level (The State of Literacy in America). This translates into over 250,000 adults who have difficulty performing simple tasks such as locating an intersection on a street map, reading a newspaper article, understanding medical instructions, and calculating total costs on an order form. The National Institute for Adult Literacy (2003) reported that approximately 58% of individuals who struggle with basic literacy skills are not employed full-time and 42% have weekly earnings of less than \$500.

Although the economic impact of illiteracy on the state is tremendous, the impact on families and children is devastating. A child raised in a home with one illiterate parent is twice as likely to be illiterate (Laubach Literacy Statistics) and almost guaranteed to live in poverty. The National Center for Children in Poverty reports that 82% of children whose parents have less than a high school diploma live in low-income families and 56% of children whose parents have a high school diploma, but no college education, live in low-income families.

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These national statistics bear out in WV. The percent of children approved for free and reduced-price school meals (K-12) increased from 49.4% in 2000 to 52.8% in 2005 (West Virginia Kids Count Data Book). The 2005 rate for the United States was 34.5%. The high percentage of WV's children living in poverty also translates into a high percentage of children not being afforded the educational opportunities necessary to thrive. With no parent at home literate enough to help guide a child through the educational process, a vicious cycle of illiteracy continues.

According to the 2007 National Center for Education Statistics, less than 70% of West Virginia's fourth graders are proficient readers and more than 80% of these students have below basic achievements in math. Children who have not developed basic literacy skills when they enter school are 3 to 4 times more likely to drop out before graduation (National Adult Literacy Survey, 1993). The high school dropout rate in West Virginia continues to rise and in 2005 found itself at 17.1%--4.5% worse than in 2000 (West Virginia Kids Count Data Book). This in turn negatively impacts economic and community development in the state, as dropouts are much more likely to be unemployed, be arrested or incarcerated, have poor health, live in poverty, rely on public assistance, and become single parents with children who drop out of high school (Civic Enterprise's National Summit).

The LifeBridge AmeriCorps program is cognizant of these interrelated issues exacerbating literacy problems and has developed a multifaceted approach to address the educational needs of West Virginia's children, adults, and families through the "Education Corps."

Health and Human Service Needs

Since 1994, Lifebridge AmeriCorps has been increasing the literacy levels of adults and children throughout the state. However, while implementing these services it has become evident that climbing

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out of poverty takes more resources than education alone. At the "intersection" of needs to help individuals reach economic stability, sits education, housing, nutrition, and physical and mental health. All of these issues have a significant impact on an individual's ability to change their life circumstances.

Too many WV individuals and families lack a decent home and suitable living conditions. In fact, over 7,400 housing units lack basic necessities such as complete plumbing and kitchen facilities (2005-07 American Community Survey). Many families also struggle to provide basic staples, such as food. According to the Food Research and Action Center, more than 12% of WV households are considered to have low or very low food security. This means that even with government assistance, there is not enough income coming into the household to purchase a sufficient amount of food to adequately sustain those living in the home.

Unsafe housing and poor nutrition have a significant impact on the health and well-being of the population. The Center for Disease Control Behavioral Risk Factor Survey (2004-05) showed that WV ranked higher than any other state in 2005 in the prevalence of heart attack among adults--7% versus the national average of 4.1%; highest in the nation in 2004 for the prevalence of diabetes and 2nd highest in 2005; and second highest nationally (31.4%) in the percent of adults who have been diagnosed with hypertension (high blood pressure). As with the cycle of illiteracy, poor physical health also impacts the children in the home, evidenced by the more than 20% of WV's children who are considered obese.

As a final example of the "intersection" of services needed to help individuals escape poverty, low levels of education and high levels of illiteracy many times contributes to the health problem in individuals. Over 36% of adults with below basic literacy skills reported having no medical insurance. Almost 42% of adults with below basic literacy skills reported having poor overall health while 33% reported having

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only fair overall health (US Department of Education, 2003). The Alliance for Excellent Education estimates that West Virginia could save \$55 million in health care costs for each class of dropouts over the course of their lifetime had they stayed in school.

Approximately 85% of all calls coming into the West Virginia 211 statewide information and referral system are from individuals struggling to find resources, services, and supports to meet basic needs. The "Health and Human Services Corps" will enhance the 211 system that currently exists by creating additional and new resources, coordinating a comprehensive network of services, and assisting families, in a one-stop-shop fashion, access the services they need to pull themselves out of poverty.

Solution: AmeriCorps Members Roles and Responsibilities

All of these issues--education, health, and human services--are critical when addressing the comprehensive needs of individuals as they change their life circumstances and lift themselves out of poverty. LifeBridge AmeriCorps recognizes that no one agency can provide for all the needs of West Virginia citizens. In an effort to implement an integrated response to these crucial needs, a statewide partnership was developed among LifeBridge AmeriCorps, all of the United Ways of West Virginia, the Harrison County Commission, and selected United Way sponsored agencies.

This collaborative will help to leverage resources available to each program, reduce duplication of services, and maximize the specialties developed within each organization to best serve West Virginia's most vulnerable populations. It will develop a coordinated network of comprehensive child and adult education services and supports, health education, and effective human service referral system. It will provide agency and community sustainability by increasing the spirit of volunteerism through community volunteer recruitment and training and by providing comprehensive personal and

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professional development opportunities for AmeriCorps members.

The mission of LifeBridge AmeriCorps is to utilize a diverse group of National Service participants to build and strengthen West Virginia communities by addressing the most critical needs of citizens in the areas of education, health, and human services. LifeBridge AmeriCorps will fulfill its mission by dividing the requested 70 full time members into two "corps:" the Education Corps and the Health and Human Services Corps. All of the proposed member activities and roles add value to the communities served and do not replace or supplant current activities.

Education Corps

Because of the interrelated issues discussed above which intensify illiteracy, underlying the design of the Education Corps is the need to address literacy issues in early childhood (preschool), school-aged children (K-12), and adults. The Education Corps will consist of 35 full-time members who will serve in a wide range of educational settings including (but not limited to): school systems, Starting Points Centers, day care centers, and other community education programs.

Early childhood members will: develop and distribute family literacy packets for parent/child enrichment in the home; teach parents techniques to help their children learn early literacy skills; tutor and mentor children to ensure that children are on track to meet developmental milestones appropriate for their age; provide for children's safety and wellbeing by organizing and implementing baby safety fairs; organize and stock baby pantries, food pantries, and clothing closets; provide information and referral services; assist parents in learning to interact more effectively with their children and teach the children socialization skills.

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School-aged childhood literacy members will: create and monitor safe places for children to go after school; tutor and mentor children in literacy, math and science; plan and implement literacy events, information fairs, and book drives; organize and implement Family Times events; organize and run parenting workshops to help parents hone their parenting skills; provide before-school mentoring/tutoring; provide bullying prevention trainings. Members will also work with existing programs to provide drop-out prevention services in communities across WV. Some of these members may also provide health literacy services; provide health education regarding the dangers of tobacco, alcohol, and controlled substances; work with vulnerable children and their families to help them learn to live healthy and active lives

Health and Human Services Corps

Financial literacy and job skills training members will: provide assisted learning services to adults with a primary goal of helping them increase work and life skills and obtain their GED (if that is a goal of the individual); provide life skills training to individuals; provide employment skills training, and financial literacy services with the goal of increasing the individual's capacity to be successful in the job market.

Information and referral members will: work with existing social service agencies to assist consumers in finding the resources and supports they need in their communities; work with agencies like Legal Aid to ensure that consumers understand their rights and have the information and support they need to ensure their rights are protected.

Long term hunger alleviation members will: work with existing agencies to organize, stock and run community food pantries, community baby pantries, community clothing closets and community baby closets; coordinate with existing agencies to provide information and referral case management to

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individuals needing government assistance to ensure their needs are met. Some of these members may also provide health literacy services to consumers of all ages; provide health education regarding the dangers of tobacco, alcohol, and controlled substances; work with community clinics and other health-related agencies to educate the public about the importance of nutrition, exercise, and healthy lifestyle choices; work with vulnerable populations to help them learn to live healthy and active lives; provide individual and group life-skills training on wellness, nutrition, safety, and self-care and provide health education to vulnerable and at-risk individuals and families.

All members in the Education Corps and the Health and Human Services Corps will enhance community development by initiating new partnerships for agency sites, recruiting new volunteers, and responding to changing community needs. Members will keep abreast of the most critical needs in their communities and use their community service projects to help meet these needs. For example, in the 2009-10 program year, a member determined that school children were being put at physical risk during athletic events due to faulty apparatus. The member used training he received through the AmeriCorps program and created a service project to build safer apparatus at a statewide facility. School children of all ages will be able to take advantage of the safer facilities for athletic events for years to come. Other members recognized that there was an increased need for emergency shelters in rural areas of WV. They partnered with the Red Cross and helped to create shelter kits to drastically shorten the length of time needed to open an emergency shelter.

Member Selection, Training and Supervision

Member Selection

LifeBridge AmeriCorps recognizes the importance of a strong plan for member recruitment. During the

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initial planning for the 2009-11 grant cycle, recruitment was a major focus of the planning team. Recruitment methods to be used include ads in the newspapers, public service announcements, web-based advertisements, and the distribution of flyers and information. Other progressive ideas in the recruitment plan include advertising on Facebook, MySpace, and Twitter web sites and special direct contact initiatives.

All agencies requesting AmeriCorps members from LifeBridge AmeriCorps will be required to conduct a minimum of 2 outreach activities to local high schools, institutions of higher education, and/or vocational schools. This direct contact will help ensure that the individuals recruited into the program have plans to use the Education Award. Agencies requesting member slots will also be encouraged to use the Internet and other traditional recruitment methods.

LifeBridge AmeriCorps will ask current AmeriCorps members to be more active in the recruitment process. This "word of mouth" method will also act as a realistic job preview in that AmeriCorps members can answer questions about AmeriCorps service and expectations in an open and honest manner. Because research has shown that realistic job previews can reduce job turnover in the first 90 days by as much as 35% (Masternak, 2004), LifeBridge AmeriCorps staff also expect this recruitment method will improve member retention as well. An incentive program will be developed to reward members who recruit a diverse set of new members.

All of these methods combined were designed to reach a diverse audience of potential members. All members recruited into the LifeBridge AmeriCorps program will be at least 17 years of age and be required to have a minimum of a high school diploma or a GED. All members must pass a basic literacy test. Some program sites may have more stringent member requirements based on site specific needs. For example, some members may be required to obtain a food handler's card or they may be required to

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be at least 25 years of age to work with a particular population.

Member Training

LifeBridge AmeriCorps members will participate in a comprehensive training and personal development program starting with a week-long orientation. This orientation will include a review of the member contract, policies and procedures, service description and general expectations--including prohibited activities. Members will also receive extensive, research-based training in tutoring and mentoring through a partnership with West Virginia Public Broadcasting's Raising Readers program. Throughout the year, members will participate in 200 hours of training to develop and their leadership, problem-solving and communication skills.

At the beginning of their service year, members will individually develop 5 goals they will address during the year to impact their personal and/or professional development. The LifeBridge AmeriCorps staff and/or site supervisors will connect with the members once every quarter to discuss these goals and brainstorm ways members can continue on their quest for lifelong learning opportunities.

Members will also receive a site orientation during which the site supervisor reviews the service description, agency policies and procedures, the general expectations of the host site, and an orientation to the community. All members will receive service-specific training to better enable them to serve the clients of the host sites more effectively. For example, members serving with Legal Aid, an agency providing free legal advocacy services, will be trained as paralegals to better assist clients in securing the services and supports they need.

Throughout the year, members will participate in 200 hours of training to develop their leadership,

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problem-solving and communication skills. Members will also engage in the Mountain State Leaders Program. This innovative program takes members through a nine module community change model developed by the Pew Center for Civic Change--LeadershipPlenty. While members are working and learning through the curriculum, they are also transforming their skills learned in workshops to actual community service projects they are developing and implementing.

Member Supervision

Each member will have a site supervisor who will act as the direct supervisor for the member. The site supervisor will be responsible for the day-to-day supervision of the member, schedule the service time, and approve or deny requests for leave. Member discipline will be handled by the Director or Associate Director of the LifeBridge AmeriCorps program. LifeBridge AmeriCorps staff all work diligently with site supervisors to ensure that members are well supported and have access to the resources they need to make their service year a success.

Member satisfaction is formally assessed at the end of the program year and each member is encouraged to offer suggestions for program improvement. More informal assessments are conducted throughout the year via questionnaires, personal conversations with members, program site visits and program evaluations. Every AmeriCorps member is strongly encouraged to bring any and all concerns and suggestions to the immediate attention of the program director. Every effort is made by program staff to ensure members feel supported and encouraged during their service term, as retention is our primary goal.

AmeriCorps member activities will be closely monitored by both the site supervisor and the LifeBridge AmeriCorps staff to ensure that members are not engaging in prohibited activities. Any violations of

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prohibited activities regulations will be handled through progressive discipline as outlined in the member contract. All of the proposed member activities and roles add value to the communities served and do not replace or supplant current activities.

To determine member satisfaction, members will be periodically surveyed to gauge their experiences. Program staff will also conduct an internal audit of personnel files, training files and financial expenditures on a monthly basis to ensure documentation compliance.

Site supervisors are an integral part of the recruitment, training, supervision, assessment and improvement process. They inform AmeriCorps staff of the status and development of the member and the program progress. Site supervisors monitor member's service, conduct site specific trainings and conduct member meetings to ensure quality program delivery. They will receive an orientation training where they will learn the rules and regulations, brainstorm innovative ideas to recruit and retain members, and review roles and responsibilities. LifeBridge AmeriCorps staff will conduct site visits to support both the members and the site supervisors. Site supervisors are encouraged to connect with the AmeriCorps staff if they have questions or concerns.

Outcome Performance Measures

All of the member activities are designed to have an impact on the individuals served through the program. By the end of the three-year grant cycle (2008-2011), over 1,800 youth will receive academic support, 750 individuals will receive financial literacy services, 750 individuals will receive job training and other employment skill development, 3,000 individuals will receive information and referral, and 3,000 will receive needed food to sustain their families.

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To measure the effect of services provided, the following outputs and outcomes were developed:

Education Performance Measures

Output: 600 at-risk students will receive educational services to increase academic performance.

Outcome 1: 85% of students completing the tutoring/mentoring program will show an increase in academic performance or attainment of age appropriate developmental milestones.

Economic Opportunity Performance Measures

Output: 250 economically disadvantaged individuals will receive financial literacy services.

Outcome 1: 80% of clients receiving financial literacy services will show improvement in financial knowledge. Improvements will be measured by standardized assessment given after the member works with the client.

Output: 250 economically disadvantaged individuals will receive job training and other skill development services. Improvements will be measured by standardized assessment given after the member works with the client.

Outcome 1: 80% of clients receiving job training and other skill development services will show improvement in job skills.

Output: AmeriCorps members will participate in existing information and referral networks to ensure that community members have access to the community services and supports they need.

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Outcome 1: 1000 individuals will receive information and referral services.

Output: AmeriCorps members will assist individuals in receiving emergency food from food banks, food pantries or other nonprofit organizations.

Outcome 1: 1000 individuals will be assisted in receiving emergency food from food banks, food pantries or other nonprofit organizations.

Member Performance Measures

Output: 1: 70 AmeriCorps members will participate in service duties and member training program to increase the member's personal and work related skills

Outcome1: 90% of members will increase their personal and work related skills as a result of participation in service duties and the member training program.

Volunteer Generation Performance Measures

Output 1: 70 members will work individually and as part of a larger team to recruit and train 1750 non-duplicated community volunteers to assist with activities and service projects.

Outcome: 90% of the host sites will report that the volunteers recruited by the AmeriCorps members had the skills, knowledge and/or experience to help them serve the community.

Volunteer Generation

LifeBridge AmeriCorps will engage a wide range of community partners and individuals throughout the

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program year. As part of the pre-service orientation, members will be trained in best practices of effective volunteer management and support. All members and host sites will be encouraged to provide volunteer recognition as a method to recruit and retain volunteers. Each AmeriCorps member will recruit and train a minimum of 25 non-duplicated community volunteers, which will result in 1,750 non-duplicated community volunteers engaged in their community. Host sites report that community volunteers recruited and trained by AmeriCorps members continue to volunteer in the community after working with the members.

All members will be encouraged to recruit a diverse pool of volunteers and engage youth and adult volunteers--with a special emphasis on baby boomers. Baby boomers will be encouraged to volunteer by inviting them to agency events, providing them with community need information, and explaining how they can make a difference by volunteering.

In addition to one-on-one conversations, members will recruit volunteers using the West Virginia Commission for National and Community Service's statewide web-based data system that matches volunteers by skill and interest levels (www.volunteerwv.org), United Way Information and Referral volunteer registry, Community Services Advisory Board, University of Charleston, Marshall University, West Virginia State University, service-sites and school volunteer rosters, and newsletters prepared by service sites and members.

Partnerships and Collaboration

LifeBridge AmeriCorps recognizes that partnership building is the key to sustainability and success. Program staff is committed to forming strong partnerships with community organizations and interested stakeholders across West Virginia. There are several partnerships whose assets and resources

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will prove extremely beneficial to the LifeBridge program including West Virginia Public Broadcasting, WV Mental Health Consumers Association, WV 211, WV State University, Covenant House, Legal Aid, Harrison County Commission, and the 14 independent United Ways across the state. These agencies, and others, will help the LifeBridge AmeriCorps program identify community needs and serve as a bridge to community resources and services.

The project partners will serve in an advisory capacity to the LifeBridge AmeriCorps program. They will help in identifying community needs and provide a bridge to existing services. United Way sponsored agencies will be notified of the availability of AmeriCorps members to serve at their sites, and will submit applications to LifeBridge AmeriCorps. Based on need, location, and a matching of goals, members will be assigned to service sites. The United Ways will also serve as a fiscal backdrop to agencies, "fronting" the match monies for agencies that cannot afford to pay the match funds at the beginning of the program year.

LifeBridge AmeriCorps also receives a broad range of support from organizations and professionals across the state in the form of technical assistance, member training, site supervisor training. In the past year, LifeBridge AmeriCorps has partnered with the West Virginia Public Broadcasting System, West Virginia State University, CharacterEthics, ARC of Mid Ohio Valley, Community Access, and many individual business and human resource professionals to provide training, and increase the quality of member support and services offered by the program.

Sustainability

One of the primary goals of LifeBridge AmeriCorps is to help build sustainability for the organizations served by the program so that the programs will continue to thrive with a lessened dependency on

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AmeriCorps support. Each AmeriCorps member will work to improve communication and collaboration among host site agencies. Through the AmeriCorps program, members from all over the state come together for meetings and trainings and each member is encouraged to share best practices and ideas. Members then take these ideas and practices back to their host sites to further improve services and supports.

Sustainability is also achieved through the volunteer recruitment efforts of the members. Each host site relies heavily on community volunteers to provide adjunct support for the work they do. Each AmeriCorps members will recruit and train a minimum of 25 non-duplicated community volunteers to assist with agency projects and service projects.

LifeBridge AmeriCorps member commitment to volunteer recruiting and management will directly increase the sustainability and capacity of each host site as well as the community as a whole. Recruiting enthusiastic and well trained volunteers will build a diverse pool of professional and lay volunteers who will provide direct and indirect support services to the host sites. This will increase the agency capacity to provide services and supports to vulnerable and at-risk individuals and families in the community. AmeriCorps members will also be a bridge for interagency communication within the community which will strengthen the infrastructure of support and increase the capacity of communities to better serve and support residents.

Tutoring Programs

LifeBridge AmeriCorps ensures that member training complies with the AmeriCorps requirement for tutoring programs by providing high quality and researched-based training through pre-service trainings provided by leading educational organizations like West Virginia's Public Broadcasting's

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Raising Readers and NASA's science and math training programs for educators, and through in-service trainings and member participation in professional conferences like the Adult Basic Education Conference, Celebrating Connections Early Childhood Conference and monthly trainings on tutoring and mentoring techniques.

Organizational Capability

Organizational Background

Experience Managing AmeriCorps Grants and Federal Funds

The United Way of Central West Virginia (UWCWV) was organized in 1931 as the Community Chest. After many years of development and community impact, the agency merged with the Community Council to become not only an agency that raised funds for non-profits, but also a vital community planning and problem solving organization. In 2003 the name of the organization was officially changed to the United Way of Central West Virginia.

In 1994, the first AmeriCorps grant was awarded to the UWCWV and provided for 18 members to serve four counties. An additional grant was written in 1998 through a collaborative partnership to extend services across the state through "Let's Read WV!" The expansion increased the program to 33 members serving 14 counties. As successful outcomes were reached and needs assessments indicated additional services to a larger service area were required, continuation grants expanded the member base. Today, 80 members in two programs (LifeBridge AmeriCorps and LifeBridge Vet Corps) serve statewide in counties that clearly show a need for a broad range of education and health and human services supports. Services started with tutoring and mentoring 270 at-risk children to the present grants serving more than 8,000 individuals and families. Community service and signature service projects have grown from five to well over 300. Members have increasingly indicated, through exit interviews, their desire to

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continue community service after their AmeriCorps experience has ended.

The LifeBridge AmeriCorps program is the oldest and largest AmeriCorps program in the state of West Virginia. The program received the Governor's Council on Literacy award for the diligent work in promoting literacy on July 30, 2004. The State Corporation and the WV Commission for National and Community Service often requests that the LifeBridge AmeriCorps program be a host for various national and state organizations to learn about National Service programs. The program also serves as a technical assistance provider for new AmeriCorps applicants/programs. The program has taken a strong lead in recruiting and retaining members with disabilities.

The UWCWV has the necessary administrative capabilities to manage the AmeriCorps program, following all federal rules and regulations. The organization is comprised of three divisions: Internal Operations, Resource Development, and Community Services. These divisions routinely accomplish over 90 percent of the extensive goals and objectives they establish annually. LifeBridge Vet Corps, LifeBridge AmeriCorps, Senior Corps, and AmeriCorps*VISTA programs are under the direction of the Community Services Division. The UWCWV is committed to providing a highly competent staff with the advanced skills and expertise necessary to fulfill its mission, provide fiscal management, administer programs and carry out the functions of the organization. The staff and volunteers work together to effectively manage operations, increase financial stability, achieve corporate objectives, and enhance the credibility of its programs, services and member agencies. The UWCWV is also the fiscal agent for numerous agencies, such as Federal Emergency Management Agency, the Kanawha Coalition for Community Health Improvement and the West Virginia Catastrophic Illness Commission.

Experience Raising Funds

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The UWCWV is an independent, locally-governed fundraising, fund distribution, and service organization operating in Kanawha, Putnam, Clay, and Boone Counties of West Virginia. UWCWV manages and raises approximately \$3 million annually in grant program funds through workplace campaigns, while keeping overhead to a low 9.5%. Trained United Way funding allocation volunteers (supported by competent, knowledgeable staff) screen human service programs and fund only those that demonstrate real, measurable impact. The organization provides community research and planning; resource development through grant writing, special events, and planned giving; and participates in coalitions, partnerships and collectives on multiple issues to meet community needs. They also offer a variety of administrative, management assistance services, and capacity building services to non-profit organizations.

The UWCWV is acutely aware of the need to demonstrate transparency as stewards of public funds. The financial system utilized by the organization is the Great Plains accounting software. The accounting department consists of a Chief Financial Officer (CFO) and two accounting assistants. For an item to be paid, all expenditures must have prior approval from the Program Director and all transactions are monitored by the division director and United Way accounting staff. The CFO reviews the financial status reports monthly and provides reports to the AmeriCorps staff. An internal control system is in place to record, track and insure that revenues and expenses are properly documented and credited to the correct account line items. A local certified public accounting firm conducts an A-133 audit annually. Also, the WV Commission for National and Community Service conducts a financial compliance review of each AmeriCorps program six months into the program year.

Organizational Funding

The LifeBridge AmeriCorps budget represents 21.7% of the overall budget of the UWCWV. The

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organization receives 38.7% of its funds from the Corporation, including the LifeBridge Vet Corps, LifeBridge AmeriCorps, AmeriCorps*VISTA, and Senior Corps.

How the Organization Supports the AmeriCorps Program

The UWCWV is dedicated to building stronger families, delivering emergency services, providing crisis intervention, encouraging self-sufficiency and promoting healthier lifestyles. As a program of the UWCWV, the LifeBridge AmeriCorps program is able to bring the community together to serve collaboratively in addressing the needs of the homeless. Each of the UWCWV's divisions set yearly program goals. The Community Services Advisory Committee gives the program support and advice on an ongoing basis. The Advisory Committee monitors the progress of the program towards its goals annually. AmeriCorps is required to report outcome measures twice a year to the WV Commission for National and Community Service. Yearly compliance reviews and continuation grants are based on successful outcomes. AmeriCorps staff attends monthly staff meetings, advisory committee meetings, and United Way Board of Directors meetings.

The UWCWV has experience analyzing and targeting specific community needs and measuring program impact. The organization has an in-depth annual audit and is fiscally and programmatically accountable to its governing board. Each staff member of LifeBridge participates in a yearly performance review. Staff set professional goals each year and these goals are reviewed and revised during the yearly evaluation. Staff works to continuously learn new skills and best practices to improve and strengthen the program.

Elizabeth Southall, Program Director is the primary contact for this grant application. Lisa Hudnall, Community Services Division Director is the secondary contact.

Staffing

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Program staff include a Community Services Division Director, AmeriCorps Director, Program Associate-Director, and a part-time Planning Coordinator. Staff members are paid from a variety of sources, with time charged to all grants and contracts properly documented on time sheets.

Lisa Hudnall is the Community Services Division Director. She has over 20 years of experience in non-profit program and fiscal management. Lisa is the direct supervisor of the Director of the AmeriCorps Program.

Elizabeth Southall, Director of the AmeriCorps Program, has been with the UWCWV since August of 2007. Elizabeth has extensive experience working with vulnerable and at-risk populations including persons with disabilities. She has a rich background in marketing and communications and holds a master's degree in non-profit administration. She has completed considerable research and work in the area of volunteer management and managing multigenerational teams. Elizabeth has attended many Corporation sponsored trainings (including the Financial Management Institute and the National Service Conference) and has made many program and policy changes based on the best practices and recommendations learned at these trainings.

The Director is responsible for developing and monitoring goals and objectives of the program, completing and submitting financial and programmatic reports, training members and site supervisors, developing partnerships and program sustainability, and managing the day-to-day operations of the LifeBridge AmeriCorps program.

Darnitta Elswick, Program Associate-Director, is responsible for site management, member management and training, and tracking the activities of the programs. Darnitta was hired as the

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Program Coordinator in 2006 and was moved to the Associate Director position so that she could manage members more effectively. Darnitta was a national service participant for seven years, serving one year with AmeriCorps State and six years with AmeriCorps*VISTA.

Joyce Foster, Planning Coordinator (part-time), is responsible for data input and program evaluation. Joyce assists the Director on an as-needed basis with other program tasks and events.

The UWCWV also provides accounting, marketing, and administrative staff support to the LifeBridge AmeriCorps program as needed.

Current Grantees: Enrollment

In the 2010-11 program year, the program recruited 70 members to the traditional program. To date, 69 members are currently serving--one member was released for personal and compelling circumstances and two members were released for egregious violations of the member contract. While this is unfortunate, the program remains steadfast in its belief that two of the primary tenants of the AmeriCorps program are to be good stewards of federal funds and to maintain the public confidence in the AmeriCorps program as a whole. Retaining members who commit egregious violations undermines our ability to uphold either of these principles.

Current Grantees: Retention

Prior to the start of the 2010-11 program year, the program policies and procedures and the member contract were both revised to address some of the most common issues that were identified as barriers to retention. To assist in both the recruitment and retention process, interview methods are continually

Narratives

revised to be more comprehensive and behavior-based to reflect best practices identified by human resource professionals and research. The site supervisors also received extensive interviewing and selection training two months before they began actually interviewing candidates.

LifeBridge AmeriCorps staff also examined the individual performance records of each host site with regard to member retention. The sites with the most severe retention problems were not awarded members for the 2010-11 program year. Other sites with a less severe retention problem were awarded AmeriCorps members on a conditional basis because the community need for AmeriCorps members was so great and the host sites were willing to augment their efforts to sustain AmeriCorps members. These sites were informed that recruiting members who would utilize the education award and who would commit to the full year of service should be the primary consideration in recruiting the AmeriCorps members. These sites were informed that their future AmeriCorps placements would be based on their 2010-11 retention rates.

Another factor that continues to affect the retention rate of LifeBridge AmeriCorps is the staff's commitment to fully enforce the member contract and other program policies. In these difficult economic times, LifeBridge AmeriCorps recognizes the necessity to be good and responsible stewards of federal funds. During the 2009-10 program year, two members passed away during their term of service, four members were released for compelling personal circumstance with partial Education Awards because of personal illness or injury. LifeBridge AmeriCorps found it necessary to release four members for violations of the member contract or other program policies. LifeBridge AmeriCorps staff made every attempt to assist these members in correcting their behavior and completing their service hours. While this commitment to enforce the member contract and other program policies caused the retention rate of the program to drop, it was necessary to ensure that the program would operate more effectively in the future and federal funds would be spent prudently and responsibly.

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Special Circumstances

LifeBridge AmeriCorps has been serving WV since 1994 and non-profit service organizations in the state deeply depend on the program to help meet the increasing needs of WV citizens for services and supports in Education, Economic Opportunity and Human Services. LifeBridge has successfully expanded its program over the last three years, increasing its member base from 50 to 70, and thus its capacity to serve an ever increasing need in WV.

WV continues to rank as one of the most impoverished states in the nation. According to the CNN, WV is the 3rd poorest state in the nation with a median income of only \$39,170. According to a 2009 report from the WV Center on Budget and Policy, 1 in 4 West Virginians is expected to fall into poverty during the current recession. The number of state children living in poverty is estimated to increase to 34.4%.

The Bureau of Labor Statistics show WV's unemployment rate in September 2010 as 9.2% which is an increase from 8.5% in June 2010. This is of particular concern for WV families because every 1% increase in the unemployment rate is projected to raise the number of West Virginia children in poverty by about 8,000.

Cost Effectiveness and Budget Adequacy

Cost Effectiveness

The LifeBridge AmeriCorps program is entering its 16th year of service. The number of individuals and families whose lives have been changed for the better and the number of AmeriCorps members who pursue gainful employment in non-profit and community service after completing their national service exemplifies the continued success of this program.

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The proposed budget meets the reasonable expectations of the AmeriCorps program and has been developed to be as efficient as possible. The program utilizes its financial resources prudently and effectively. The budget supports appropriate levels of staffing and adequate staff compensation. The line items are appropriate to meet the needs of the program. The proposed budget includes adequate support of members for ongoing personal and professional development.

The proposed budget does not exceed the maximum cost per Member Service Year (MSY) of \$13,300. LifeBridge AmeriCorps is requesting an increase in the cost per MSY in the 2011-2012 proposed budget to \$13,300. The \$300 increase from the prior year is due to the increase in the cost of criminal background checks, member training costs, member travel costs, member service gear, member health insurance costs, and CPR/First Aid costs.

LifeBridge AmeriCorps will continue to pursue grants from public and private sources to help decrease the program's reliance on federal funds.

Current Grantees Only: Increase in match responsibilities in program

In accordance with CNCS regulations, the LifeBridge program continues to raise its match responsibilities each program year. In the 2011-12 proposed budget, the program match will be 46%.

Success in Securing Match Resources

Funding sources will continue from established partners who have participated in the LifeBridge AmeriCorps program for several years. These partners provide cash match funding for members. The cash match assists in meeting the funding cost of personnel, benefits, supplies, contracts, training for staff and members, program evaluation, and other operating costs. In the past three years, the program

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has been successful in expanding its member base and community partnerships each year while maintaining longstanding partners. In addition, several short-term grants and endowments have helped sustain the program until additional committed partners were recruited.

LifeBridge AmeriCorps has successfully met its match requirements for each program year. Program sponsors continue to show their support for the program by meeting the required sponsor cash match in addition to providing space, equipment, Internet access, and materials. Host sites have assisted in finding local training for members in personal and professional development, and in meeting grant requirements. Host sites have helped members attend conferences by offering to pay lodging and travel costs as well as by assisting member in obtaining scholarships. Site supervisors have attended training to better understand the needs of the program and provide more effective leadership for the members.

Special Circumstances

LifeBridge AmeriCorps serves the entire state of WV. Although host sites are not selected for upcoming program years until March, the program has historically served 6 of the 11 distressed counties and serves approximately 20 counties in WV. All of the counties served by LifeBridge AmeriCorps are considered rural in nature and more than 25% of the counties served can be considered remote in nature because of the limited economic, medical, and social service resources. These remote counties are also difficult to access because of limited transportation infrastructure.

The proposed budget for member travel and staff travel are based on the previous year's average and are necessary given the rural nature of the state. The contract workers referenced in the budget Section F will be used to assist with site visits, member training, desk audits of member files and will assist with ensuring programmatic compliance for members and host sites.

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LifeBridge AmeriCorps serves the most rural counties and communities in West Virginia. The relative lack of interstate highways in West Virginia makes visiting sites very time consuming. The day to day functioning of the program is adequately handled by existing program staff, and additional full time staff is not needed at this time. Site visits, however, are becoming an increasing struggle as the program continues to add extremely rural sites. Currently, many of the sites are in excess of 4 hours from the LifeBridge office. Program staff believe that it is more cost effective to utilize contract workers, who are former program participants and who have experience and knowledge of the program, to assist with these tasks. Contract workers are not required to adhere to a set weekly schedule and can be brought in on an as needed basis and therefore it is more cost effective to utilize these workers for site visits than to hire typical part time staff.

Evaluation Summary or Plan

Evaluation Summary or Plan

Each year, LifeBridge AmeriCorps will contract with an external consultant for a program evaluation. The consultant will assist staff in developing measurement tools, collecting and analyzing data, and reporting progress towards the outcomes. The Community Services Advisory Committee of the UWCWV will provide program support and advice on an ongoing basis. This committee, in cooperation with representatives from the United Ways of WV, will conduct a mid-year and end-of-year review of the program to assess the program's progress towards meeting performance measures, and offer recommendations to help strengthen the program. The results of these reviews will be shared with site supervisors and members and used to facilitate future program planning and improvement.

Amendment Justification

Not Applicable

Clarification Summary

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LifeBridge AmeriCorps requests 8/17/2011 as the 2011-2012 program year grant award start date. The current 2010-2011 program year will end on 8/15/2011 so there will be no overlap with the prior enrollment period.

The true legal name of the applicant organization is United Way of Central WV and LifeBridge AmeriCorps is the actual program name. United Way of Central WV is the fiscal agent and sponsoring organization for LifeBridge AmeriCorps and is the organization of record with the IRS (EIN), Dunn and Bradstreet, and Central Contract Registration (CCR).

Due to field character limitations, the clarifications regarding criminal history checks, member health care calculations and host site information (clarifying source of funds) will be addressed here:

LifeBridge is aware of the new requirements for criminal history background checks and the new requirement for both an FBI check and a state repository check as well as a National Sex Offender Public website check for members, employees or other individuals with recurring access to vulnerable populations. LifeBridge AmeriCorps will perform an FBI fingerprint check in addition to the state registry check and the NSOPR for all members and anyone with recurring access to vulnerable populations. These checks have already been conducted on staff of the program and staff has remained consistent over the last 4 years. Should a new staff member be hired, these checks would be conducted on new individuals upon hire.

LifeBridge AmeriCorps informs all members enrolled in the AmeriCorps program the option of electing to participate in the health care insurance provided by the program at no cost to the member. The calculations for health care is based on the previous year's average number of members who elected to participate in the health care program. Many members already have access to health care coverage

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through a parent's insurance, a spouse's insurance or other forms of public assistance and choose not to participate in program's health care plan. Therefore, to ensure the most prudent use of federal and non federal funds, LifeBridge does not budget for health insurance for the entire member base and only budgets for previous years' average number of participants in the health care plan.

The host sites will be:

United Way of Central WV

Preston Co. Starting Points Center

Lighthouse Academy

Catholic Charities

West Virginia State University

Covenant House

United Way of Monongalia and Preston Counties

Mountaineer Boys Girls

Monongalia Starting Pts

Lincoln Board Of Education

Catholic Charities

Sherman Elementary

ARC of Mid Ohio Valley

Mary Weir Library

Big Creek People in Action

West Side Elementary

Clay Co. Schools

WV Public Broadcasting

Roark Sullivan Lifeway Center

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Shack Neighborhood House

Lincoln Co. Primary Center

Continuation Changes

Clarifications

LifeBridge AmeriCorps is applying for continuation funding for the 3rd year of a 3 year grant cycle. Because the format of the 2011 AmeriCorps State and National Application for Funding contains significant changes from previous years, including a restructuring of narratives, LifeBridge AmeriCorps has obtained permission from its Federal Program Officer, through the WV Commission for National and Community Service, to make revisions to the original narratives for the purpose of clarity and consistency with the new application instructions. A summary of the continuation changes requested since the original grant application are included in this section for convenience and clarity. Previous year program data (2009-2010) is also included.

Continuation changes requested for 2nd year of funding: 2010-2011 Program Year (currently underway):

- *Increase the number of AmeriCorps members to 70
- *Strengthen activities and members' roles to strongly align with Education and Opportunity national service priority areas
- *Add an Encore Services Program to boost recruitment activities
- *Augment retention efforts
- *Link performance measures to new national performance measures

Continuation Changes requested for 3rd year of funding: 2011-2012 Program Year:

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LifeBridge AmeriCorps is not proposing significant changes for the 2011-2012 program year. The program requests to:

- * Maintain the number of AmeriCorps members at 70
- * Continue to strengthen activities and members' roles to strongly align with Education and Opportunity national service priority areas
- * Continue to strengthen Encore Services Program to boost recruitment activities
- * Augment retention efforts
- * Continue with national performance measures in the priority area of Opportunity.
- * Increase cost per MSY to \$13,300 to reflect the increase in the cost of criminal background checks, member training costs, member travel costs, member service gear, member health insurance costs, and CPR/First Aid costs.

Member roles will remain consistent to those of the current 2010-11 program year. Member roles have been revised within the original narrative sections to comply with new format.

Current Grantee: Member Recruitment and Support

LifeBridge AmeriCorps will continue to strengthen an Encore Services Program added in 2010-11. In the 2010-11 program year, LifeBridge AmeriCorps was successful in recruiting 6 members classified as baby boomers (1946 -1964) with 5 members who are 55 or older. The program recognizes the value of the unique and rich life experiences and skills of individuals from this generation and works to take full advantage of the experiences of these individuals.

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The program will continue to actively recruit baby boomers for service, dedicating a significant number of member slots in order to create an Encore Service Program. The ability to transfer the education award is an attractive benefit to baby boomers, particularly in a rural state in which families face serious financial difficulties in sending children and grandchildren to college.

Current Grantee: Enrollment and Retention

In the 2010-11 program year, the program recruited 70 members to the traditional program. To date, 67 members are currently serving. 3 member was released for personal and compelling circumstances, and 2 members were released for egregious violations of the member contract. While this is unfortunate, the program remains steadfast in its belief that two of the primary tenants of the AmeriCorps program are: to be good stewards of federal funds and to maintain the public confidence in the AmeriCorps program as a whole. Retaining members who commit egregious violations undermines our ability to uphold either of these principles.

The program recognizes the importance of an effective plan for member recruitment and retention. Prior to the start of the 2010-11 program year, the program policies and procedures and the member contract were both revised to address some of the most common issues that were identified as barriers to retention. To assist in both the recruitment and retention process, interview methods are continually revised to be more comprehensive and behavior-based to reflect best practices identified by human resource professionals and research. The site supervisors also received extensive interviewing and selection training 2 months before they began actually interviewing candidates.

LifeBridge AmeriCorps staff also examined the individual performance records of each host site with regard to member retention. The sites with the most severe retention problems were not awarded

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members for the 2010-11 program year. Other sites with a less severe retention problem were awarded AmeriCorps members on a conditional basis because the community need for AmeriCorps members was so great and the host sites were willing to augment their efforts to sustain AmeriCorps members. These sites were informed that recruiting members who would utilize the education award and who would commit to the full year of service should be the primary consideration in recruiting the AmeriCorps members. These sites were informed that their future AmeriCorps placements would be based on their 2010-11 retention rates.

Another factor that continues to affect the retention rate of LifeBridge AmeriCorps is the staff's commitment to fully enforce the member contract and other program policies. In these difficult economic times, LifeBridge AmeriCorps recognizes the necessity to be good and responsible stewards of federal funds. During the 2009-10 program year, 2 members passed away during their term of service, 4 members were released for compelling personal circumstance with partial Education Awards because of personal illness or injury. LifeBridge AmeriCorps found it necessary to release 4 members for violations of the member contract or other program policies. LifeBridge AmeriCorps staff made every attempt to assist these members in correcting their behavior and completing their service hours. While this commitment to enforce the member contract and other program policies caused the retention rate of the program to drop, it was necessary to ensure that the program would operate more effectively in the future and federal funds would be spent prudently and responsibly.

As a result of the program's continued commitment to fully enforce the member contract and other program policies, the overall reputation of the LifeBridge AmeriCorps program increased dramatically, and the caliber of AmeriCorps members being recruited also increased. Many long standing sites requested more AmeriCorps member slots in the 2010-11 program year and many other organizations actively sought out participation in LifeBridge AmeriCorps. LifeBridge AmeriCorps received

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applications for more than 90 member slots in the 2010-2011 program year because of its commitment to excellence.

Current Grantee: Outcomes from the 2009-10 Program Year

Housing Assistance: Members provided housing assistance to 149 individuals and families. They provided 375 hours of service. They pre-assessed 131 homes and repaired 53 homes, making them structurally safe. Members provided housing related information and referral services to approximately 1,012 individuals and families.

Adult Education: Members provided basic education services to 173 adults to help them increase literacy, math, and science-based life skills. 100% of learners targeted for extended observation/testing showed an increase in literacy, math and science based life skills. Twenty (20) adults who wanted to obtain their GED reached that goal and 903 adults were provided with independent living skills including financial literacy, job skills training, basic literacy and math skills.

Early Childhood Development: Members served 1,669 children birth-5 and spent 6,022 hours working with them. Site supervisors report that 83% of children served mastered developmental milestones appropriate for their age. Members served 1,079 families and 440 of those families engage children in literacy activities at least four times per month as a result of having worked with AmeriCorps members.

Health Education: Members engaged 5,171 individuals in health-related programming. Supervisors report that 89% of those individuals have a demonstrated increase in health knowledge and 51% showing a demonstrable change in at least one healthy lifestyle behavior. Members provided 1,350 individuals with health-related information and referral services. Members provided tobacco/drug

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education to 1,401 individuals.

Food and Nutrition: Members collected more than 37.5 tons of food supplies for low income individuals. They provided 129 nutrition workshops and distributed 6,071 printed materials on nutrition. Over 5,900 low income individuals benefitted from these hunger alleviation services.

Tutoring and Mentoring: Members provided tutoring and mentoring to 7,305 school age children. Site supervisors reported extended assessment of approximately 362 students and discovered: 97% of those students improved their reading skills; 62% improved reading skills by 1 reading level, 7% by 2 levels and 1% by 3 or more levels.

Members recruited 1,983 unduplicated volunteers during this reporting period. Volunteers served a total of 17,156 hours and 90.3% of the site supervisors report that volunteers recruited were able to help the agency reach goals and objectives.

100% of LifeBridge members report making progress on their personal and professional goals as a result of training and service activities through the AmeriCorps program.

Performance Measures

All of the member activities are designed to have an impact on the individuals served through the program. Program performance measures will remain the same as in 2010-2011.

Performance Measures

SAA Characteristics

- AmeriCorps Member Population - None
 Geographic Focus - Rural
 Geographic Focus - Urban
 Encore Program

Priority Areas

- | | |
|--|---|
| <input checked="" type="checkbox"/> Education | <input type="checkbox"/> Healthy Futures |
| <i>Selected for National Measure</i> <input type="checkbox"/> | <i>Selected for National Measure</i> <input type="checkbox"/> |
| <input type="checkbox"/> Environmental Stewardship | <input type="checkbox"/> Veterans and Military Families |
| <i>Selected for National Measure</i> <input type="checkbox"/> | <i>Selected for National Measure</i> <input type="checkbox"/> |
| <input checked="" type="checkbox"/> Economic Opportunity | <input type="checkbox"/> Other |
| <i>Selected for National Measure</i> <input checked="" type="checkbox"/> | <i>Selected for National Measure</i> <input type="checkbox"/> |

Grand Total of all MSYs entered for all Priority Areas 70

Service Categories

- | | | |
|--|---|---|
| Adult Education and Literacy (including ESL and GED) | Primary <input type="checkbox"/> | Secondary <input type="checkbox"/> |
| Pre-Elementary Day Care | Primary <input type="checkbox"/> | Secondary <input type="checkbox"/> |
| Tutoring and Child (Elementary) Literacy | Primary <input checked="" type="checkbox"/> | Secondary <input type="checkbox"/> |
| Training and Technical Assistance | Primary <input type="checkbox"/> | Secondary <input type="checkbox"/> |
| Other Human Needs | Primary <input type="checkbox"/> | Secondary <input checked="" type="checkbox"/> |

To provide students with education services

Service Category: Tutoring and Child (Elementary) Literacy

Measure Category: Strengthening Communities

Strategy to Achieve Results

Briefly describe how you will achieve this result (Max 4,000 chars.)

Provide opportunities for 600 vulnerable and at risk students to increase their academic performance.

Results

Result: Output

600 at risk students will receive educational services to increase academic performance.

Indicator: student participants

Target: Vulnerable and at-risk students

Target Value: 600

Instruments: Participant log sheets, agency records

PM Statement: 600 at risk students will receive educational services to increase academic performance in reading, math and science.

Prev. Yrs. Data

Result: Intermediate Outcome

Result: Intermediate Outcome

Completion of the tutoring/mentoring program will lead to an increase in academic performance.

Indicator: student participants

Target: 85% of students completing the tutoring/mentoring program will show an increase in academic performance.

Target Value: 85%

Instruments: Slossons tests, mandated state exams used by WV school systems, developmental milestones assessments

PM Statement: completion of tutoring and mentoring program will lead to an increase in academic performance.

Prev. Yrs. Data

To increase member personal and professional work related skills

Service Category: Training and Technical Assistance

Measure Category: Participant Development

Strategy to Achieve Results

Briefly describe how you will achieve this result (Max 4,000 chars.)

Participation in service duties and member training program will increase the member's personal and work related skills.

Results

Result: End Outcome

90% of members will increase the member's personal and work related skills as a result of participation in service duties and member training program.

Indicator: Participants

Target: 90% of members will increase the member's personal and work related skills as a result of participation in service duties and member training program.

Target Value: 90%

Instruments: pre and post surveys, member evaluation

PM Statement: 90% of members will increase the member's personal and work related skills as a result of participation in service duties and member training program.

Prev. Yrs. Data

To increase the capacity of non profit host sites to serve clients

Service Category: Training and Technical Assistance

Measure Category: Strengthening Communities

Strategy to Achieve Results

Briefly describe how you will achieve this result (Max 4,000 chars.)

Each member will work individually, in small groups and as part of a larger team to recruit, train and retain 25 non duplicated community volunteers to assist with host site activities and functions.

Results

Result: Intermediate Outcome

Result: Intermediate Outcome

90% of host site agencies will report that the volunteers recruited and trained to assist their organization have the skills, knowledge and/or experience to help them serve the community.

Indicator: Host Sites

Target: Host sites

Target Value: 90%

Instruments: Host site surveys

PM Statement: 90% of host site agencies will report that the volunteers recruited and trained to assist their organization have the skills, knowledge and/or experience to help them serve the community.

Prev. Yrs. Data none available at this time

Result: Output

Members will recruit 1750 non duplicated community volunteers to assist with host site activities and functions.

Indicator: participants

Target: Community volunteers

Target Value: 1750

Instruments: Member tracking logs, agency records

PM Statement: Members will recruit 1750 non duplicated community volunteers to assist with host site activities and functions.

Prev. Yrs. Data In 2008/2009 50 LifeBridge AmeriCorps members recruited 1342 community volunteers to assist with host site activities and functions.

National Performance Measures

Priority Area: Economic Opportunity

Performance Measure Title: Job Training

Service Category: Adult Education and Literacy (including ESL and GED)

Strategy to Achieve Results

Briefly describe how you will achieve this result (Max 4,000 chars.)

250 economically disadvantaged individuals will receive job training and other skill development.

Result: Intermediate Outcome

Result.

200 clients served will show an increase in job related skills.

Indicator: Number of individuals increasing job related skills

Target : economically disadvantaged individuals in need of job training and skill development

Target Value: 200

Instruments: Agency records, pre and post questionnaires.

PM Statement: 200 economically disadvantaged individuals served will show an increase in job related skills.

Result: Output

Result.

250 economically disadvantaged individuals will receive job skills training and other skill development services.

Indicator: O2: Individuals receiving job training services.

Target : Economically disadvantaged individuals will receive job skills training and other skill

development services.

Target Value: 250

Instruments: Member logs/tracking forms/agency records

PM Statement: 250 economically disadvantaged individuals will receive job skills training and other skill development.

Priority Area: Economic Opportunity

Performance Measure Title: Financial literacy

Service Category: Adult Education and Literacy (including ESL and GED)

Strategy to Achieve Results

Briefly describe how you will achieve this result (Max 4,000 chars.)

Economically disadvantaged individuals will receive financial literacy services.

Result: Output

Result.

250 individuals will receive financial literacy services

Indicator: O1: Individuals receiving financial literacy services.

Target : Economically disadvantaged individuals

Target Value: 250

Instruments: Member logs/tracking forms/agency records

PM Statement: 250 economically disadvantaged individuals will receive financial literacy services

Result: Intermediate Outcome

Result.

200 clients served will show improvement in financial literacy knowledge.

National Performance Measures

Result.

Indicator: O9: Individuals with improved financial knowledge.

Target : economically disadvantaged individuals receiving financial literacy services

Target Value: 200

Instruments: pre and post questionnaires/agency records

PM Statement: 200 clients served will show improvement in financial literacy knowledge.

Priority Area: Economic Opportunity

Performance Measure Title: Alleviate Long Term Hunger

Service Category: Other Human Needs

Strategy to Achieve Results

Briefly describe how you will achieve this result (Max 4,000 chars.)

AmeriCorps members will work with existing programs to assist individuals with low food security or very low food security in receiving nutritional information and food from food banks, food pantries and other non -profit organizations.

Result: Intermediate Outcome

Result.

800 clients served will report an increase in their access to information about nutrition and community resources.

Indicator: Number of individuals who report having improved access to information about and

Target : Economically disadvantaged individuals and families with low food security or very low food security.

Target Value: 800

Instruments: member administered client questionnaires, agency records including but not limited to satisfaction surveys, client surveys and client interviews.

PM Statement: 800 clients served will report an increase in their access to information about nutrition and community resources.

National Performance Measures

Result.

access to nutrition and resources in their communities.

Result: Output

Result.

1000 individuals will receive nutrition information and food from food banks, food pantries or other non-profit organizations.

Indicator: (NOW H11) O7: Individuals receiving services to alleviate hunger.

Target : Economically disadvantaged individuals and families with low food security or very low food security.

Target Value: 1000

Instruments: Member logs and agency records including but not limited to sign in sheets, logs, and client records

PM Statement: 1000 individuals will receive nutrition information and food from food banks, food pantries or other non-profit organizations.

Required Documents

Document Name

Status

Evaluation

Sent

Labor Union Concurrence

Not Applicable