

BOARD OF COUNTY COMMISSIONERS  
SARPY COUNTY, NEBRASKA

AUTHORIZE CHAIR TO SIGN THE APPLICATION FOR THE NATIONAL CASA GRANT

WHEREAS, pursuant to Neb. Rev. Stat. §23-104(6) (Reissue 2007), the County has the power to do all acts in relation to the concerns of the County necessary to the exercise of its corporate powers; and,

WHEREAS, pursuant to Neb. Rev. Stat. §23-103 (Reissue 2007), the powers of the County as a body are exercised by the County Board; and,

WHEREAS, a National CASA Grant for the Sarpy County CASA Program is available to Sarpy County; and,

WHEREAS, the grant application must be submitted to the National CASA Association by March 5, 2010; and,

WHEREAS, Sarpy County is committed to and supports the grant application for the Sarpy County CASA Program; and,

WHEREAS, the Sarpy County Board of Commissioners gave permission to Georgie Scurfield, CASA Coordinator, to write the National CASA grant on February 23, 2010.

NOW, THEREFORE, BE IT RESOLVED, By the Sarpy County Board of Commissioners that the Board Chairman is hereby authorized to sign the attached application for the National CASA grant.

DATED this 2<sup>nd</sup> day of March, 2010.

MOVED by Rich Jansen, seconded by Rusty Hike, that the above Resolution be adopted. Carried.

YEAS:

NAYS:

ABSENT:

none

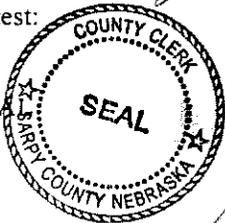
none

ABSTAIN:

none

Attest:

SEAL



Dana Coumtey  
County Clerk

Approved as to form:

Malcolm  
County Attorney

2010 PROGRAM EXPANSION GRANT APPLICATION

Part - A (Summary/Budget/Narrative/Goals)

Name of CASA/GAL Program	Sarpy County CASA Program
National CASA Program Number	NE00058

1. Amount requested.  Select Level

2. Summarize the grant request in one to two sentences.

The request is for funding for a 28 hour per week Masters level Volunteer Supervisor who will be able to supervise 25 CASA Volunteers, freeing up the time of the current CASA Coordinator to allow her to focus on program development.

Signatures of Director and Governing Body President Approving and Submitting Grant Proposal

I have read and approved this grant proposal.

Georgia M Scurfield.  
Signature, Director

Printed Name and Title

Joni Jones  
Signature, Governing Body President

Printed Name and Title

Summary of Application Requirements

- All applicants MUST include an organizational budget.
- All applicants MUST include a letter of support from a community agency.
- IF the project is to expand into another county, court or jurisdiction, applicants MUST include a Letter of Recommendation from that entity.
- PART B MUST be included with this application.

## Grant Budget Narrative

Describe in detail how grant funds will be allocated and spent in each applicable category. Show the basis for computation, provide a total amount of costs for each category and, if necessary, include further explanation of how the requested costs were determined.

### 1. Personnel Salaries

List each position by title and name of employee, if available. Show the annual salary rate and the percentage of the employee's time to be devoted to the grant project.

#	Name/Position	Computation	Amount
1	Volunteer Supervisor	28 hours p w @ \$18.777/hour 27,340.00	\$27,340
2			\$0
3			\$0
			\$27,340

### 2. Taxes/Benefits

Taxes and benefits should be based on actual known costs or an established formula. Benefits are for the personnel listed in the personnel salaries budget category (see above).

#	Name/Position	Computation	Amount
1	Volunteer Supervisor	Retirement 1846.00 Social Security 2092.00 Life and AD&D Ins. 59.00	\$3,995
2			\$0
3			\$0
			\$3,995

**3. Travel**

Itemize travel expenses of project by purpose. Travel expenses cannot exceed federal per diem rates. If grantee travel requirements are paid from another funding source, please indicate this below.

#	Purpose	Location	Item	Computation	Amount
1	To meet volunteers, attend trainings and visit families when necessary	Sarpy County and surrounding areas	mileage	50 miles per month @ .50 per mile	\$300
2					\$0
3					\$0
4					\$0
5					\$0

\$300
-------

**4. Printing/Copying**

Sample costs include printing of training materials, newsletters and stationery and general office copying expenses.

#	Item	Computation	Amount
1			\$0
2			\$0
3			\$0
4			\$0
5			\$0

\$0
-----

### 5. Supplies

Sample costs include office supplies, postage, paper and the purchase of training manuals. Generally, supplies include any materials that are expendable during the course of the project.

#	Item	Computation	Amount
1	Stapler, staples, two-hole punch, paper, pens, pencil, printer ink.	Supplies will be purchased through County Suppliers at County approved rates	\$250
2			\$0
3			\$0
4			\$0
5			\$0
6			\$0

\$250
-------

### 6. Equipment

Expendable items should be included in the supplies category (see above). Sample equipment expenses include computer hardware, software, printers and LCD projectors. If purchasing these items, the combined purchase price cannot exceed \$1,500. **Grant funds may not be used to purchase copy machines.**

#	Item	Computation	Amount
1			\$0
2			\$0
3			\$0
4			\$0

\$0
-----

**7. Rent/Utilities**

List each item by type. Sample costs include rent, telephone service and internet service. State if utilities are included in rent.

#	Item	Computation	Amount
1			\$0
2			\$0
3			\$0
4			\$0
			\$0

**8. Other**

Provide a detailed list of expenses. Other costs could include consultant/contractor, advertising, business insurance, audit, membership fees, training facility rentals and a documented federal indirect rate.

#	Item	Computation	Amount
1	Newspaper ad. for the position	2 weeks @ \$150 pw	\$300
2			\$0
3			\$0
4			\$0
5			\$0
6			\$0
7			\$0
			\$300

## Grant Budget Summary

Transfer the totals from the Grant Budget Narrative Sheet. Budget figures must be rounded to the nearest whole dollar; do **not** use cents.

#	Budget Line Items	Amount
1	Personnel/Salaries	\$27,340
2	Taxes/Benefits	\$3,995
3	Travel	\$300
4	Printing/Copying	\$0
5	Supplies	\$250
6	Equipment	\$0
7	Rent/Utilities	\$0
8	Other	\$300
		\$32,185

## Project Narrative

### Organization History

A. Briefly describe how and why the program was established.

The Sarpy County CASA Program was established in 1986, starting out with a full-time CASA Coordinator and 5 Volunteers, entirely funded by the County. An innovative Juvenile Court recognized that the population of this suburban county was growing very fast and that Guardian Ad Litem services were struggling to keep up. Sarpy County is still the fastest growing County in Nebraska in terms of population, and has changed quickly from a rural county to a primarily suburban and increasingly urban community. The population has become more diverse and there are now two Juvenile Judges who are both very active in working for improved services and very supportive of the CASA Program.

B. Please describe organizational growth - from inception to the present - in terms of budget and staff size, administrative structure, funding sources, active volunteers and children served. Please address challenges and opportunities.

In 1986 the Program started with a full-time Coordinator . The Program quickly grew from 5 Volunteers serving 8 children to 24 Volunteers, serving 63 children, and a part-time Administrative Assistant was added. The annual budget was less than \$50,000.

In 1996, the budget was reduced and a new part-time CASA Coordinator ran the Program alone for four years. In 2002 the part-time Administrative Assistant position was restored and in 2004 the Program Coordinator position was increased to full-time, due to increasing numbers of children and Volunteers. The budget has grown steadily to cover personnel costs, volunteer mileage and an activities fund for children. It is currently set at \$120,000.

In 2009 the Courthouse remodelling project allowed the Juvenile Court and the CASA Program to move into a location with more space. The Juvenile Court Judges worked with the CASA Program to implement a more effective Diversity and Inclusion Plan, which has begun to significantly impact the population of Volunteers. With a goal to have a CASA Volunteer for every child by 2015, the CASA Program staff worked with other County departments to establish a non-profit, the Sarpy County Safe policy Corporation, to allow County Programs to accept donations and apply for Foundation funding. Since that time the CASA Program has been recognized as a United Way agency, and is beginning to explore other fund-raising and grant options.

Sarpy County has pioneered creative and innovative juvenile services and is proud of the CASA Program which has now grown to include 53 active Volunteers, serving 104 children

**Organization History - Continued**

- C. In their work as advocates, do your volunteers serve as friends of the court or as guardians ad litem? Is the volunteer's role defined by state statute, court rule or other regulation or directive? Briefly describe the role of the CASA/GAL volunteer.

In the Sarpy County Juvenile Court, CASA Volunteers have served as Friends of the Court since the Program's inception. In 2000 the Nebraska Court Appointed Special Advocates Act was passed which defined the role of the CASA Volunteer in virtually the same way that the Sarpy County Program had been operating. CASA Volunteers are screened and trained using the National CASA Curriculum in a 33 hour training class, with 3 hours of court observation. CASA Volunteers are appointed at an early stage in a Juvenile Court Abuse and Neglect case, have access to all records and parties in the proceedings, and are expected to visit the children at least monthly. Volunteers submit written court reports to the Judge at every hearing after disposition, and are expected to provide active advocacy between hearings and stay involved until the case closes.

- D. What makes your program unique, innovative or different?

The CASA Program is an integral part of the Sarpy County Juvenile Court. The part-time CASA Administrative Assistant is also the Juvenile Court Receptionist, so CASA volunteers are always welcome and understood. The CASA Coordinator is a social worker who also does mediation and meeting facilitation for the Juvenile Court, and has immediate access to information about all new abuse and neglect cases. This allows the Court to appoint a CASA volunteer very early in the case when possible, and allows the CASA Coordinator an excellent opportunity to match volunteers to cases. Last year the National CASA Association prompted the Sarpy County CASA Program to a renewed commitment to an improved Diversity and Inclusion Plan. This has led to a partnership with with an organization of retired African American Servicemen, which has significantly changed the way in which the Program staff recruit volunteers. A recent appointment of a part-time African American Americorps Volunteer has allowed the Program to work towards creating a long term plan for increased inclusion in our recruitment efforts. Working on Best Practice ideas learned from the 2009 National CASA Conference, the Sarpy County CASA Program has signed a Memorandum of Understanding with the largest School District in the County allowing more open communication with counselors and school social workers, and an annual CASA volunteer recruitment drive aimed at educators. This is now being replicated in the second biggest school district in the County and work is being done with a second School District for the 2010-11 school year.

## Organization History - Continued

- E. Describe the diversity and cultural competencies of your organization as they relate to your program's diversity plan. Please explain strengths and weaknesses.

The Sarpy County CASA Program has had two Coordinators in 24 years, both of them white women. Both Juvenile court Judges are white men, and through the years there have been some outstanding people of color who have served as CASA Volunteers, but little had been done until last year to directly recruit more diverse volunteers.

The over-representation of minorities in the child welfare and juvenile justice systems in the County is slight; especially in comparison to Omaha in the county to our North. However the Sarpy County 2009 CASA Program Self-Assessment raised concerns about the Program's Diversity plan, and the Juvenile Court Judges joined with the CASA Coordinator to look at the issue with more creativity.

A community meeting was called to discuss the issue, and to consider ways to make the Juvenile Court as a whole more accessible and inclusive. The community meeting itself raised awareness and impacted the diversity of volunteers who are currently in training. Funds are always very limited, so our first step was to recruit an African American man as an Americorps Volunteer, and he started work with the Program in January 2010. His task is to reach out to community organizations to build relationships and create a needs assessment and recruitment plan that Program staff can begin to implement by the summer of 2010.

Both CASA Program Staff and the Judges are better able to see the integration of the CASA program into the Court as both a strength and a weakness. It formalizes and strengthens the program, but alienates populations who have historically felt courts to be unfair or biased, and are uncomfortable in the halls of the Courthouse. A long term plan may include ways in which the Program can develop outreach offices in faith communities and organizations which serve minority communities, but the outcome of the work of the Americorps Volunteer will give the Program Staff better information regarding what will be the most effective way to move forward.

**Project Need / Rationale**

**A. Explain the program's need to expand at this time.**

It has been clear for sometime that the CASA Coordinator and the Administrative Assistant cannot continue to supervise the growing number of volunteers. There are currently 53 active volunteers and more in training; concerns about confidentiality and liability are growing.

The Program has developed a three tier supervision plan using support groups led by experienced volunteers, training class reunions, telephone and email conversations, and meetings between staff and volunteers when they come to court.

The Administrative Assistant provides volunteer supervision by frequent contact with the volunteers to monitor their advocacy and training hours, assist with editing reports and maintaining documentation, recording mileage, accessing court orders and court schedules ,and maintaining accurate contact information for all the parties in their case.

The CASA coordinator reviews every court report and meets with the volunteers to discuss case progression and effective advocacy, provides guidance and support, and also deals with issues of concern and disciplinary matters. A Volunteer Supervisor who could provide supervision to 20- 25 volunteers would allow the Program to increase the number of volunteers while providing better quality, more consistent, well documented volunteer supervision.

Despite early efforts, it was only in 2009 that space became available to allow for another staff member. The Program now has office space, a desk and a computer, but funding through the County is very limited and staffing costs are high; the County is currently not in a position to fund a new staff person.

**B. Please describe how you determined need. What, if any, assessment tools were used?**

No assessment tools were used as the numbers speak for themselves. Volunteer recruitment is going well at present, but will have to be discontinued if there is no increase in supervision. The CASA Coordinator currently does all of the initial training of volunteers and all of the supervision, and what little resource development and planning work that can also be achieved.

## Project Need/Rationale - Continued

### C. How will the grant enhance your organization's growth, quality and/or efficiency?

A Volunteer Supervisor for 25 CASA volunteers would first and foremost reduce the risk, to improve the quality, and increase the number of volunteers that the Program can support. Increasing the guidance provided, and the helping the CASA Volunteers fully engage in the advocacy process, will improve the quality and effectiveness of their advocacy for the children they serve.

It would also allow the CASA Coordinator time to review program management, update screening and training procedures, complete better volunteer evaluations and, most importantly, explore other funding options. It is hoped that with the new CASA software released in 2011, a real analysis of the impact of CASA volunteers can be used to better justify increased County funding and grant applications to local foundations for on-going assistance rather than small grants.

The current CASA Coordinator and the Advisory Board would also like to develop a long term Strategic Plan, with a clear succession plan, because both the current staff members are scheduled for retirement in the next ten years. The second staff position, once sustainable, will allow for those changes to take place and the Program to continue to thrive.

## Use of Funds / Project Description

- A. Briefly describe how you will use the funds. Include the specifics of the staff to be hired and/or staff hours to be increased.

In applying for the grant there has been some consideration of whether the Volunteer Coordinator should be appointed as County Staff on a County salary level. The plan at this time is to fit the staff member into the County pay scale because the Volunteer Coordinator will be working in the Courthouse with staff who are salaried County employees.

The decision to recruit a part-time Volunteer Supervisor is an acknowledgement of the need for sustainability. If the County is not able to help with supporting this position, other avenues will be pursued through grant writing and fund raising. A part-time Volunteer Supervisor will free up time for the CASA coordinator to participate in such resource development without stretching the need for those resources beyond the capacity of the program.

- B. Discuss the duties and qualification related to the position. If it is a new hire, please explain the hiring procedure.

The Volunteer Supervisor will be a new hire, 28 hours per week, be responsible for supervising up to 25 CASA Volunteers, and participate in the Initial Training of Volunteers. The position will require a degree in social work or a similar qualification, some experience in child welfare, preferably with a CASA Program. The position will be advertised on the Sarpy County web site and in the Omaha World Herald, Nebraska's primary newspaper. Sarpy County equal opportunity hiring procedures will be followed.

The Volunteer Supervisor will be expected to participate as a member of the Sarpy County CASA staff team, which means assisting with training and screening volunteers, outreach and recruitment activities, and fund raising, but will not be expected to take leadership of those activities at the expense of CASA volunteer supervision.

**Use of Funds / Project Description - Continued**

C. Explain the staff member's role in coordinating volunteers to serve children.

The Volunteer Supervisor will be the direct line supervisor of 25 volunteers, providing support and guidance in person, by telephone and email, approving file notes and court reports, facilitating communications with families and professionals, arranging support groups, writing annual volunteer evaluations, dealing with disciplinary issues, and making joint visits to families and children when necessary. The Volunteer Supervisor will work with the CASA Coordinator and Administrative Assistant to improve the method of recording volunteer contact to better document volunteer supervision.

**Project Management**

- A. Please explain who will manage this grant. What procedures will be used to ensure that all tasks are performed on time, within budget and in a quality manner?

The current CASA Coordinator will manage the grant. Monthly reports will be submitted after discussion between the Volunteer Supervisor and the CASA Coordinator; the Volunteer Supervisor will submit a bi-weekly time sheet to the CASA Coordinator. The Administrative Assistant will monitor mileage and office supplies purchased for the Volunteer Supervisor and submit that information to the CASA Coordinator at the end of each month for approval and grant reporting. The CASA Coordinator has managed a prior National CASA Grant for a program in a neighboring County.

- B. Describe the role of your governing body in program oversight.

The Sarpy County CASA Program is County funded and run by Sarpy County. The County Commissioners delegate management to the County Administrator as direct line supervisor of the CASA Coordinator. The CASA Coordinator is appointed as a head of department and is subject to all the management practices and requirements that are expected from other heads of department, which include compliance with budget management and record-keeping, personnel practices, payroll records, and inventory. The County Commissioners have direct control over all CASA funding that is provided by the County, but have encouraged the Program to raise funds through the Sarpy County Safe Policy Corporation non-profit in the form of grants and donations, to decrease the demand for financial support from tax supported funds.

**Evaluation**

- A. What changes do you hope will occur as a result of the funded position and/or expansion of hours and what will be the impact on your program and the children you serve?

The immediate impact will be to increase the number of volunteers who can be supervised and improve the quality of supervision of volunteers to increase their ability to offer quality advocacy. This will allow the CASA Coordinator to work creatively with the Advisory Board to build a long term plan for the sustainability and growth of the CASA program. The Juvenile Court Judges are requesting a CASA Volunteer for every abused and neglected child, but recognize that this demands considerable Program growth while still maintaining quality. The plan for growth needs to involve diversification of funding sources and an increase in community support of the CASA Program. This plan will also address the need to improve the diversity of volunteers to better serve minority children in the County. Our partnership with the Bellevue School District and the Court's increased emphasis on inclusion has built relationships with social organizations and faith communities that have opened up opportunities for growth. Although these steps have been taken to build the necessary community connections, there are 53 volunteers to supervise, and the CASA Coordinator cannot move forward without being relieved of some of the supervisory responsibilities. The Volunteer Supervisor position will allow planned and focused growth in response to the needs assessment and inclusion plan. The Americorps volunteer who is currently working on that plan is the first step. A Volunteer Supervisor would be the second. The Strategic Plan and Resource Development Plan will be the third.

- B. How will you measure the changes that result from your expansion efforts? In addition to data collection, what procedures will be used to measure effectiveness and outcomes.

It is hoped that the introduction of the new CASA software in 2011 will facilitate better outcomes measurements, and continue to improve data collection. Currently, the CASA Coordinator has access to all new abuse and neglect cases and is able match cases that come to the court in the same week, and can compare the progress of those cases that are assigned a CASA Volunteer and those that are not. But this is not an accurate program evaluation and better outcome data is needed. Each year as part of the annual volunteer evaluation process, each volunteer completes a CASA program annual evaluation which is sent directly to the Standards Committee of the Advisory Board. In 2011, once the new Volunteer Supervisor is appointed, a question will be added to assess the impact of extra staff on the volunteer's experience of supervision and connection with the CASA program Staff.

**Evaluation - Continued**

C. Who will be involved in evaluating the grant-funded goals and activities (e.g., staff, board, volunteers, etc.)?

The Standards Committee of the Advisory Board will have the primary responsibility for evaluating the impact of the grant. The Committee will have input from the volunteers through the volunteer's annual program evaluation and staff will inform them of any changes in the numbers of volunteers recruited and children served, and the ethnicity of those volunteers and children. Local Guardians Ad Litem and the two Juvenile Court Judges will be asked for their evaluation after the first nine months to assess the impact before requesting a second year of funding.

D. What will you do with your evaluation results?

The evaluation will be used to present information to possible funders and to publicize the need for better fiscal support for the program, so that more diverse sources of funding can be found. It will also be used to present to the County Commissioners in recognition of the 24 years that the County has generously supported the CASA program.

## Sustainability

- A. Briefly describe your strategies for sustaining this position and activities beyond the grant period. Include at least three viable funding sources. If the program is unable to seek multiple sources, please explain.

Ideally the County will include this position, either full or part-time, as a County employee, like the current CASA Program staff. The County has a generous benefits package, so that the cost of full-time (over 30 hours) employees is quite substantial. The Program staff recognize that even in Sarpy County, where the financial constraints imposed by the economy have not been as harsh as they are in some areas, this may not be possible, and the County fiscal department has been clear about their concern about this approach. But it remains the first choice of the Program staff.

The second possibility is for staff to spend the next two years working with major local foundations to find ways in which they and their donors could make grants that would cover the costs of a further two year position. The program already has close ties with the Midlands Community Foundation and has received two \$10,000 grants in the last six years. They are unlikely to be in a position to make guarantees, but they are certainly prepared to work with the CASA Coordinator to explore the possibilities of further funding and additional funding sources. As a suburban Program we would also work in conjunction with our neighboring CASA Program in urban Omaha, Nebraska, to help us identify possible sources of funding that would not compete with their own fund raising. The Sherwood foundation has generously supported the Omaha Program have recently contacted the Sarpy Program requesting further information. The third possibility, if we were unable to raise the funds for a paid position, is for further work with long-term volunteers. We are currently using an Americorps volunteer as an additional staff person, through a partnership with Lutheran Family Services with part of the funding paid through a County grant from the Nebraska Crime Commission. Americorps volunteers are charged with the responsibility of building the capacities of non- profits to better serve disadvantaged populations. Experience Corps is a volunteer organization for retirees that matches organizations with experienced part-time volunteers. A retiree with experience in child welfare might have exactly the skills needed to supervise volunteers while other funding is found.

- B. Include the specific goals of your resource development plan that would support this effort.

The first goal is to increase the number of volunteers that the Program can effectively supervise, and increase the quality of that supervision to reduce risk and increase the impact of CASA Volunteer advocacy for children.

The second goal is to sustain and grow the CASA Program by diversifying the funding through a mix of public and private dollars.

## Sustainability - Continued

- C. Describe your organization's overall strategies for sustainability. Include specifics on resource development, board development, professional development and use of technology.

For 24 years Sarpy County has supported the CASA Program as part of their efforts to provide creative and effective Juvenile services. The Program is recognized as a County Department and is given great support through a steadily growing budget, recently designated increased space, a shared training room and timely, high quality assistance with computer and telephone technology.

In recognition of the need for further growth, the CASA program, in 2009, helped to create of a non-profit, the Sarpy County Safe Policy Corporation, to support Sarpy County services. Although the Corporation supports several County Programs, it is the CASA Program that has volunteered to provide book-keeping and fund-management, and thereby made the non-profit an operating reality.

It is hoped that the CASA Program's Advisory Board can begin to view resource development differently, now that the non-profit is in place, and create a Strategic Plan that will assess the needs of the children that we serve, and plan Program growth accordingly. The recently appointed Americorps Volunteer is doing a needs assessment that will build a foundation for that work.

Central to that Strategic Plan is the need for succession planning. Both members of the CASA staff will be planning retirement in the next ten years, and there is a need for a vision for growth that will embrace the changes that are inevitably coming. Volunteer management is very personality related, and there needs to be continuity in order to minimize the possible loss of volunteers. This is one of the significant factors that drives the request for funding for a Volunteer Coordinator at this time. The CASA Program needs staff with a longer working future to carry the mission forward into the 2020s and beyond.

## Goals Sheet

Goal The first goal is to increase the number of Volunteers that the program can effectively supervise, and increase the quality of that supervision to reduce risk and increase the impact of CASA Volunteer advocacy for children.

Objective 1 Appoint a Volunteer Supervisor for 28 hours per week

		Q1	Q2	Q3	Q4	Person Responsible
Activity 1	Advertise the position in the Omaha World Herald and on the Sarpy County Website.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	CASA Coordinator
Activity 2	Appoint the CASA Volunteer Supervisor and move supervision of 25 CASA Volunteers from the CASA Coordinator to the Volunteer Supervisor.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	CASA Coordinator with Volunteer Supervisor

Objective 2 To have regular bi-weekly contact between CASA volunteers and CASA Staff and have that contact effectively documented.

		Q1	Q2	Q3	Q4	Person Responsible
Activity 1	Devise, agree and use method of documenting contact between CASA staff and Volunteers	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	CASA Staff
Activity 2	Ask CASA Volunteers to evaluate their experience of Supervision	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	CASA Staff

**Goals Sheet**

Goal | The second goal is to sustain and grow the CASA Program by diversifying the funding through a mix of public and private dollars.

Objective 1 | A clear, cooperative relationship between the CASA Advisory Board and the Board of Directors of the Sarpy County Safe corporation

		Q1	Q2	Q3	Q4	Person Responsible
Activity 1	Meetings of Both Boards to identify any issues that need to be clarified	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	CASA Coordinator with Advisory Board Chair
Activity 2	Meeting between representatives of both Boards to draw up an agreement as to how they work together.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	CASA Coordinator with Advisory Board chair

Objective 2 | Advisory Board Strategic Plan completed and resource development and program management priorities for the CASA Coordinator identified.

		Q1	Q2	Q3	Q4	Person Responsible
Activity 1	Advisory Board Strategic Planning meeting with a facilitator	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	CASA Coordinator and Advisory Board Chair.
Activity 2	Implementation of fund-raising strategies reviewed by the Board and Strategic Plan adjusted accordingly.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	CASA Coordinator and Advisory Board

**Part B - Program Information**

**1. Applicant Information**

Name of CASA/GAL Program	Sarpy County CASA Program
National CASA Program Number	NE00058
Program Director	Georgie Scurfield
Contact Person for the Grant if Different from Program Director	
Address (Street or PO Box)	1210 Golden Gate Drive
City, State and Zip	Papillion NE 68046
County or Counties Served by the Program	Sarpy
Phone Number	402 593-2259
Fax Number	402 593-2158
Email Address	casa@sarpy.com

**2. How is the program administered? Please check one:**

Public entity (court, county, state)

Private nonprofit 501(c)(3) >>> Federal EIN

--

Administered by another organization. If checked, please provide the following:

Organization Name	
Contact Name and Title	
Address (Street or PO Box)	
City, State and Zip:	
Federal EIN	
Phone Number:	
Fax Number:	
Email Address:	

3. List each **current** paid staff position in your program and indicate the amount of time that position is filled in the space below. (Use an additional sheet if necessary; do not give names.) Full-time position=1; ¾-time=.75; ½-time=.5; ¼-time=.25; etc. Indicate how many volunteers each position supervises.

#	Staff Name and Position Title	Amount of Time	Total # of Volunteers Supervised
1	CASA Coordinator	1	55
2	Administrative Assistant	3/4	0
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			

4. Please provide us with a snapshot of your organization's financial history based on a **calendar year**. All applicants must supply actual/interim figures comparing the three-year period.

#	Description	Year Ending 12/31/07	Year Ending 12/31/08	Year Ending 12/31/09
A	Revenues	\$128,353	\$133,592	\$121,714
B	Expenses	\$122,846	\$121,765	\$120,700
C	Cash Reserve/Unrestricted	\$5,507	\$11,827	\$1,014
D	Endowment/Restricted	\$0	\$0	\$0

5. Program statistics for the entire program for each calendar year (count the number of children rather than cases because some cases have more than one child):

#	Description	2007	2008	2009
A	Total number of <b>children</b> involved in the court system primarily as a result of abuse or neglect	0	0	389
B	Total number of abused or neglected <b>children</b> served by volunteers in your program	92	105	104
C	Total number of new CASA/GAL <b>volunteers</b> activated	5	16	11
D	Total number of CASA/GAL <b>volunteers</b> assigned to cases	49	49	53
E	Total number of <b>new</b> abused and neglected <b>children</b> served by volunteers in your program.	28	43	45

6. Court/Judicial Statistics:

#	Description	#
A	How many court jurisdictions does the program serve?	1
B	How many judges hear abuse and neglect matters in your court jurisdiction(s)?	2
C	How many judges assign CASA/GAL volunteers in your court jurisdiction(s)?	2

# Demographic Matrix

#	Race/Ethnicity	Population	%	Children Served*	%	Staff	%	Volunteers**
1	White	131,659	87.5 %	76	73.1 %	2	100.0 %	48
2	African American/Black	5,868	3.9 %	16	15.4 %	0	0.0 %	2
3	Hispanic/Latino (non-white)	9,029	6.0 %	3	2.9 %	0	0.0 %	1
4	Hispanic/Latino (white)	0	0.0 %	0	0.0 %	0	0.0 %	0
5	Asian/Pacific Islander	3,159	2.1 %	3	2.9 %	0	0.0 %	1
6	Native American/Alaska Native	752	0.5 %	5	4.8 %	0	0.0 %	1
7	Other	0	0.0 %	1	1.0 %	0	0.0 %	0
8	Do not know	0	0.0 %	0	0.0 %	0	0.0 %	0

150,467

104

2

53

#	Gender	Population	%	Children Served*	%	Staff	%	Volunteers**
1	Male	74,782	49.7 %	50	48.1 %	0	0.0 %	7
2	Female	75,685	50.3 %	54	51.9 %	2	100.0 %	46
3	Do not know	0	0.0 %	0	0.0 %	0	0.0 %	0

150,467

104

2

53

\* Children Served during the past calendar year

\*\* Volunteers Appointed to Cases during the past calendar year

# Sarpy County Board of Commissioners

1210 GOLDEN GATE DRIVE  
PAPILLION, NE 68046-2895  
593-4155  
www.sarpy.com

ADMINISTRATOR  
Mark Wayne

DEPUTY ADMINISTRATOR  
Scott Bovick

FISCAL ADMIN./PURCHASING AGT.  
Brian Hanson



## COMMISSIONERS

**Rusty Hike**

District 1

**Joni Jones**

District 2

**Tom Richards**

District 3

**Pat Thomas**

District 4

**Rich Jansen**

District 5

## MEMO

To: Sarpy County Board

From: Lisa Haire, Grant Coordinator

Re: National CASA Grant Application

On March 2, 2010 the County Board will be asked to authorize the Chair to sign the attached application for the National CASA grant application.

The grant application requests \$32,185 in funds. The grant request will allow the CASA program to fund a part-time Volunteer Supervisor. This position will supervise 20- 25 CASA volunteers. The Volunteer Supervisor will improve the quality of support and training available to the volunteers as well as increase their safety. The addition of a Volunteer Supervisor will allow the CASA Coordinator to devote more time to Program growth and resource development.

The grant will fund the part-time position for one year with a chance to renew for a second year. There is no County match.

Georgie Scurfield will be present to answer any programmatic questions.

February 24, 2010

cc: Mark Wayne  
Brian Hanson  
Scott Bovick  
Georgie Scurfield  
Deb Houghtaling

\_\_\_\_\_  
Lisa Haire  
593-1565  
lhaire@sarpy.com