VGF TA Call
12/12/17 @ 11AM

Attendees:
Lisa Tignor, Volunteer WV staff
Gina Namay, Volunteer WV staff
Heather Foster, Volunteer WV staff
Bill Andreas. Habitat for Humanity
Carrie Strunk, Fayette County FRN
Clayton Alford, Lincoln Co. 4-H
Vafa Azadi, VISTA with United Way of the River Cities
Joshua Donohew, VISTA, with Ravenswood Dev. Authority
Callie Sams, City of Buckhannon
Kate Leary, Friends of Blackwater (Tucker Co)
Stephen Hill, VISTA Step by Step
Paige Hill, Big Brothers Big Sisters
Dewey Houck – RAIL, Wyoming Co. Mullens
Sara Dean, Catholic Charities
Brenda Pruitt, WVU
Aletha Stolar, Fayette FRN

Lisa Tignor moderated call, Gina Namay took notes. Lisa provided an overview and purpose of the VGF Grant, highlighting specific goals of the grant. Technical Assistance conference call questions and answers, as well as those conducted via e-mail, will be posted on www.volunteerwv.org website under the Grants Tab in the FAQ link under the VGF section. The call was opened for questions:

Q1: Can the grant funded "community center" be operated in a local community church building?
A1: Yes, as long as it is open to people of all backgrounds and doesn't require a profession of faith.

Q2: Describe the grantor's vision of the required volunteer center's on-line presence?
A2: The design of the on-line volunteer tool is up to the discretion and need of the applicant. They can develop a new volunteer tool or add/revise/update their existing website. Some of the tools available include those listed below. However, you are encouraged to research and explore options that best fit your local needs:

- HandOn Connect

- Frontstream: Volunteer Solutions
- Galaxy Digital: Get Connected
- AllforGood
- VolunteerMatch
- GiveGab
- VolunteerHub
- MobileServe

Q3: Is Putnam County considered a rural county? Our organization would like to extend our services to that county.
A3: For VGF grant purposes, ALL WV counties are considered rural to some degree. Grant funding is NOT restricted to traditionally rural counties. However, potential VGF grantees MUST extend and promote volunteer opportunities outside of their organization's need.

Q4: How is VGF funding Administered?
A4: On a reimbursement basis. Grantees should be prepared to operate for two months with cash on hand prior to receipt of the first reimbursement.

Q5: Since we already have our own website, what is considered "expanding activity"?
A5: Expanding activity could include, but is not limited to, the following:
- Posting more and varied volunteer opportunities
- New promotional campaign
- Upgrades to your volunteer system/website
- New targeted volunteer recruitment

Q6: Is the organization who applies for the grant considered the "volunteer center?"
A6: It could be. You could also create a partnership in which the organization that applies has a financial/administrative role but another agency is acting as the Volunteer Center Applicants can be creative in how they want to develop their volunteer recruitment presence. It can be a physical place, on-line system, or both. Funding can be used for the planning stages of developing a volunteer center, such as conducting a volunteer and or community needs assessment.

Q7: Where can I find the VGF Application on-line?
A7: It is located on our website at www.volunteerwv.org under Grants Tab. Scroll down to *"VGF Volunteer Center Funding."*

Q8: What is the VGF Grant timeline?

A8: It is a 12-month grant period. We expect awards to be announced in March, with actual projects beginning in April. Volunteer West Virginia will determine the dates for the required Volunteer Focus Group meetings, which grantees will be required to attend.

Q9: Regarding volunteer tracking, will each volunteer be responsible for entering their own data, or can the organization have a volunteer leader to enter that data?
A9: VGF applicants can determine how they want to collect volunteer data and a volunteer leader is allowable.

Q10: What type of volunteer work is eligible to count towards the grant requirements? Would volunteer hours which helped serve a for-profit entity count?
A10: Volunteer hours can be counted if they address a pressing community need.

Specifically, federal code allows funding to state service commissions for subgrants to community-based entities to carry out volunteer programs or develop and support such entities that recruit, manage, or support volunteers, through 1 or more of the following types of subgrants:
(A)

A subgrant to a community-based entity for activities that are consistent with the priorities set by the State's national service plan as described in section 12638(e) of this title, or by the Corporation. (In West Virginia this includes activities related to community and economic development, generation of additional volunteers, creating a ready workforce, enhancing health and education and providing services to veterans and during and after disasters.)

(B)

A subgrant to recruit, manage, or support volunteers to a community-based entity such as a volunteer coordinating agency, a nonprofit resource center, a volunteer training clearinghouse, an institution of higher education, or a collaborative partnership of faith-based and community-based organizations.

(C) A subgrant to a community-based entity that provides technical assistance and support to—

      (i) strengthen the capacity of local volunteer infrastructure organizations;

      (ii) address areas of national need (as defined in section 12653b(a) of this title); and

      (iii) expand the number of volunteers nationally.

However, no organization may contract for or accept fees for service when the service benefits a for-profit entity, violates the nonduplication and nondisplacement provisions of 42 U.S.C. §12637.

Applicants should review 42 U.S.C. §12637 for specific information on Volunteer Generation Fund, as approved by Congress.

Q11: Can we partner with another organization to apply for the VGF grant?
A11: Yes! We encourage you to do so, especially if you are serving the same areas.

Q12: Is West Liberty University, as a state institution of higher education, able to apply as a grant recipient?
A12: Yes, you can apply.

Q13: Are you aware of other agencies in the area that are interested or will be submitting a grant? We obviously are not interested in competition but rather creating opportunities for partnership.
A13: No other entities in the northern panhandle have informed us of intent to apply, but we suggest you consider partnering with the local United Way and City of Wheeling.

Q14: Does the grant permit for the inclusion of academic internships as qualifying for volunteer activities?
A14: As long as the internship is unpaid, it would count as volunteer activity. Students could earn course credit while serving in the internship, if that option is available on campus.

Q15: Do you anticipate that a new round of funding be available beginning next year?
A15: Yes.

Q16: What resources does Volunteer WV have to assist the Volunteer Center?
A16: We can help with training in volunteer management best practices (which includes writing better volunteer position descriptions, volunteer recognition, volunteer recruitment, and more.) We can put you in touch with people who are knowledgeable in a variety of topics. Beginning in 2018 we will launch a media campaign to recruit volunteers and will drive traffic to your Volunteer Center via our website. Additionally, we recommend reviewing materials available from Points of Light at http://www.pointsoflight.org/for-nonprofits and the West Virginia created Toolkit for working with Rural Volunteers at http://www.ruralvolunteer.org/.

Q17: Will the limit, for subsequent years be $30,000?
A17: Yes.

Q18: Am I correct when I read that this is a 4 year grant initiative?
A18: No. This is a three year grant initiative.

Q19: Will the 500 new volunteers number increase with subsequent funding years?
A19: Targets by subgrantee for Years 2 and 3 may differ. Your reports will help us determine what is reasonable for your area.

Q20: Will there be a goal to retain volunteers in subsequent years?
A20: Volunteer retention is always a good idea because it makes it easier for your organization

to accomplish its mission. In the future, we are likely to prioritize retention of existing volunteers, as this is a significant challenge for WV organizations. During 2019 Volunteer West Virginia will develop a new State Service Plan. It is reasonable to assume that our priority would shift from recruitment to retention – however that change would not take effect until grants that begin in 2019. Retention metrics would be measured separately from recruitment and would not directly impact recruitment goals.

Q21: If we match the funding at 50% the first year, will we be expected to raise that match for subsequent years? Or can we match 50% for all years?
A21: No. If you match at 50 % the first year, you would only be expected to retain that match level over the three years. However, you can always provide additional match, which may make your application more competitive.

Match requirements increase with each year and are as follows:

- 20% in the first year
- 30% in the second year
- 40% in the third year
- 50% in the fourth year and any later year in which a recipient receives a VGF grant.

Q22: Volunteer WV has a database of volunteer opportunities already, should we or would we be putting opportunities into that database as well as our own?
A22: No duplication would be expected. Volunteer West Virginia currently has a database of agencies which utilize volunteers. However, we do not currently accept applications from volunteers for matching purposes. (This is because we wanted local communities to have flexibility in determining how you would operating your matching capabilities.) Your agency may benefit by being listed in that search function on our website right away. However, once Volunteer Centers are established, Volunteer West Virginia will post a map of local Volunteer Centers and link directly to your online matching resource. We will also begin a large promotional campaign in February 2019 to recruit new volunteers and hope to direct those volunteers to your agencies online portal as quickly as possible

Q23: Does Volunteer WV currently have an online volunteer application?
A23: No. We hope to create a resource area using best practices and examples.

Q24: Just for clarification, the reimbursements will come monthly?
A24: The reimbursements will come as often as monthly and AT LEAST twice per grant year (the frequency is up to the grantee). Reimbursements will be paid after receipt of an approved invoice for actual and allowable expenses. Grantees should plan to submit all receipts for goods and services purchased under the grant award including time and effort for staff.

Q25: Will Volunteer WV provide an avenue for reporting – for evaluation purposes?
A25: Yes.

Q26: What will the reporting format be for each Volunteer Center is meeting/ exceeding their goals?
A26: The exact format of the report is undecided at this time, however, it will be online. To see what Volunteer Centers will be evaluated on, see the instructions.

http://volunteer.wv.gov/Grants/Documents/2017%20VGF%20subgrant%20%20Application%20Instructions%20FINAL.pdf

Q27: Who (or what firm) developed the volunteer opportunity that Volunteer WV uses on its website?
A27: West Virginia Interactive.

Next Technical Assistance Call will be on January 5, 2018 at 11 a.m.
Dial In – 1-866-453-5550
PIN – 4300840#