



## Grant Follow-Up Report for Organizations

### Organization Information

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Date: 8/1/2013

Intervention Contact: Trinh Pifer

Telephone: 734-475-9242

Fiscal Agent: Chelsea Senior Center

Title: Executive Director

Email: [tpifer@chelseaseniors.org](mailto:tpifer@chelseaseniors.org)

### Program Information:

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Intervention Name: Chelsea Volunteer Portal

Number of individuals participating in this intervention: Initially, 26 non-profit organizations, but it is estimated that this project has the opportunity to impact 1000+ individuals living in the Chelsea area.

### Check List

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- The Grant Funds were utilized as designated
- Funds were disbursed to vendors of equipment or services and/or to nonprofit organizations providing direct services; no cash awards were made to clients.
- This report is being submitted within the time requested in the grant award letter.

### Attachments

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- A complete expense report that demonstrates how the grant award was used. If this is an Interim Report, please indicate expenses to date.
- If the full amount of the grant was not necessary to provide the approved services or programs, a check from the agency is enclosed for any unused funds above \$100.
- Amount Returned - [Click here to enter text](#). Reason - [Click here to enter text](#).
- A photo(s) of the program (if appropriate). Photos will not be returned.
- Completed Photo Release Form

### Narrative Responses

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1. Referring to the goals described in your intervention (or any revisions submitted subsequent to the grant award), please indicate the following:
  - a. What were your major accomplishments?

The Chelsea Volunteer portal website was built and launched successfully in April 2013. A ribbon cutting ceremony was held during the Chelsea Spring Expo on April 13, 2013 and attended by community members and officiated by Mayor Jason Lindauer. Those in attendance expressed great interest and enthusiasm for this new tool that would help connect volunteers with local non-profit organizations. At

the ribbon cutting ceremony, we handed out 300 T-shirts, bookmarks, and other volunteer appreciation tokens.

Prior to the ribbon-cutting ceremony, two training sessions were held on March 26 (7-8 p.m.) and March 27 (9-10 a.m.) at the library to explain and demonstrate the portal to local non-profit organizations. These sessions were also very well attended and great feedback was provided by these organizations. In attendance were representatives from the following organizations:

Adult Learners' Institute	Chelsea Wellness Center
Alzheimer's Association	Faith in Action
Chelsea Area Historical Society	Friends of the Chelsea District Library
Chelsea Area Garden Club	Heart and Sole
Chelsea Center for the Arts	Michigan DNR/Waterloo Natural History Assoc
Chelsea Community Hospital	Mother of Preschoolers
Chelsea Community Kitchen	One World One Family
Chelsea Community Blood Drive (Red Cross)	Preservation Chelsea
Chelsea District Library	Purple Rose Theater Company
Chelsea Farmer's Market	Run for the Rolls
Chelsea Lions Club	Silver Maples
Chelsea Recreation	Transition Town
Chelsea Senior Center	UMC/Chelsea Retirement Communities

It should be noted that there were also two representatives from the Grass Lake coalition who attended a training session and were interested in replicating this model in their community. On May 6, 2013 we were notified that the Volunteer Portal was being "adopted and adapted" for their community. Clearly, this groundbreaking model has great potential to connect individuals with their community and is easily adaptable to each community's needs.

*b. What measures were used to determine effectiveness*

During the training for non-profit organizations, we administered a survey (see attached) that asked about volunteerism at their organization. Our plan was to re-administer this survey 12 months after the launch of the project. This will allow for sufficient time to see if the portal is being utilized and whether it can make a difference for the non-profit organizations. With the remaining grant funds, we also plan to implement a user survey, so that volunteers can give us some feedback about the website usability and their volunteer experience.

*c. Was this intervention effective? (Please provide supporting data)*

The website has only been up and running for 4 months as of this report. During that period, the following statistics were tracked:

- Volunteer home page: /connect/volunteer/ = 869 pageviews (average = 217 per month)
- Volunteer opportunities page: /volunteer-opportunities/ = 312 pageviews
- Plus numerous page views on the individual listings

Additionally, the site has supported over 50 postings for volunteer opportunities from different non-profit organizations and 38 inquiries from volunteers have been submitted.

d. *What were the unexpected results or key learnings?*

So far, none yet because we have not had enough time for followup with non-profit organizations or with volunteers.

2. *Describe any setbacks encountered during the period of this grant*

a. *How did these setbacks impact the intervention?*

b. *How were these setbacks addressed?*

No setbacks were encountered. The portal was launched on schedule at the Chelsea Expo.

3. *Indicate if program goals were altered in any way and why.*

N/A

4. *Should this intervention be continued?*

Yes, because the main expense of this intervention was the infrastructure needed to develop the portal.

It is now a self-sustaining site where organizations can continue to post their volunteer opportunities.

The ongoing expense is minimal (\$1,200 for Year 2) for website maintenance from Chelseamich staff.

5. *If yes what steps are being made to ensure the sustainability of the intervention beyond this grant period?*

It is anticipated that eventually questions or problems with the site will be minimal, so the website maintenance will remain at \$1,200 per year (\$100/month). This has been built into the Chelsea Coalition's 5-Year plan.

6. *If your program involved collaboration with other organizations, please comment on the value the collaboration.*

The intervention was led and organized by the Chelsea Senior Center, the Chelsea District Library, Chelseamich staff, and other invested community members. Both staff from the Senior Center (Trinh Pifer) and the District Library (Linda Ballard) volunteered their time to develop the concept, organize the trainings, write the press releases, and survey the other non-profit organizations. Engaging the expertise of the Chelseamich staff (Leslie Surel) and the website developers was key to making a portal that was user friendly. These organizations have a long history of collaborative partnerships and this intervention was another example of how successful community partnerships can turn a concept into a reality.

7. *How did this intervention impact the organization responsible for implementation?*

The organizations that led this intervention committed to this project because they believed that this intervention would be an asset to all local non-profit organizations and to the community as a whole. The impact was also intended to be at the community level and not just for the organizations that led and implemented the Volunteer Portal.

8. *If fiscal agent is different than those responsible for implementation, use this space for feedback from the fiscal agent, if any*

N/A

Approval of Exec. Director or Equivalent: Trinh Pifer, MPH, Executive Director