

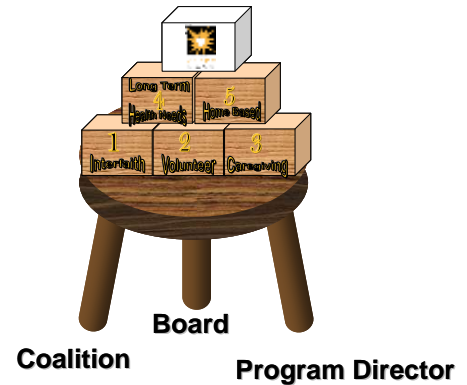


Characteristics of a Sustainable *Faith in Action* Program

Leadership

Board

1. Meets at least quarterly, preferably monthly
2. Involved in fund raising and provides financial support
3. Engaged in financial status of program (for example, ensures check and balance procedures are in place)
4. Involved in volunteer recruitment
5. Assists with public relations efforts



Coalition

1. Has 16 or more coalition members that reflect the diversity of the community (include both community organizations and congregations)
2. Assists with fund raising, ideally by having a line item in the congregation's budget
3. Involved in volunteer recruitment and retention
4. Assists in promoting program within congregation and/or organization
5. Provides congregational coordinator or liaison
6. Signs a Memorandum of Understanding which outlines commitment to program

Program Director

1. Conducts quarterly supervision meetings with volunteers
2. Conducts volunteer training
3. Involved in public relations
4. Has experience in volunteer caregiving, training and supervision, and working with the faith community
5. Works an average of 20 or more hours per week specifically focused on *Faith in Action*

Resources



Funding

Benchmark: Three or more funding sources and funds to replace the *Faith in Action* grant

1. Involve board members
 - Ask board members to provide financial support
 - Ask board members to assist with fund raising event(s) or individual donor campaign(s)
 - Assign board members to secure corporate sponsor(s) (for example, provide supplies or copying services for the newsletter for 1 year)
2. Involve coalition members
 - Ask coalition members to assist with fund raising event(s) and individual donor campaign(s) (for example, ask coalition members to contribute one week's offering toward the program's operational needs or collaborate with other coalition members on a fund raising event)
 - Ask coalition members to include *Faith in Action* as a line item in their budgets
 - Ask coalition members to sign a Memorandum of Understanding detailing financial support
3. Offer two - three caregiving services
 - Identify services that address the needs within the community, which may increase funding opportunities from diverse sources
 - Solicit community organizations to assist in training volunteers (for example, a representative from the Alzheimer's Association may provide training on respite care)
 - Use the team approach to encourage several volunteers to provide a variety of services



Volunteers

Benchmark: Retain 20% or more (50% or more is better) and recruit 15 or more volunteers annually

1. Implement quarterly supervision with volunteers
 - Invite organizations to speak on topics focused on caregiving such as, a representative from Hospice to discuss handling grief or from AARP to discuss driver's safety
 - Ask volunteers to bring their favorite food to enjoy while they share ideas and stories
2. Require pretraining
 - Offer orientation and skills training at times convenient for volunteers, such as day, evening and weekend times
 - Award volunteers a certificate and/or badge at the end of completing all required training
3. Coalition helps with recruitment
 - Promote volunteer positions in congregational bulletins or in organization's newsletter
 - Identify a lead volunteer to serve as the congregational coordinator
4. Provide two - three services, such as friendly visiting and shopping, to give volunteers different ways to share their talents
5. Use team matching to offer flexibility and options for volunteers
6. Recognize volunteers regularly by sending a thank you note, coordinating a recognition ceremony or having a volunteer of the month highlighted in your newsletter