

DEPARTMENT OF SOCIAL SERVICES
744 P Street, Sacramento, CA 95814
(916) 322-4270



August 7, 1979

ALL-COUNTY LETTER NO. 79- 48

TO: ALL COUNTY WELFARE DIRECTORS
COUNTY VOLUNTEER COORDINATORS

SUBJECT: (VOLUNTEER SERVICES - QUARTERLY ACTIVITY REPORT) GEN 1015 -
DEFINITION OF TERMS

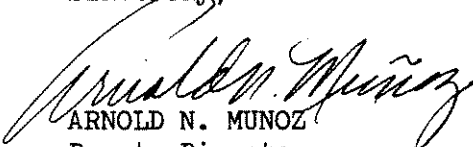
This report is to be completed by the County Volunteer Coordinator, and submitted quarterly starting October 1, 1979. The attached definition of terms is to be used in completing the report. The activity report form was developed to provide uniformity in reporting volunteer activities in all the counties. This report should provide assistance in completing the Volunteer Services portion of the annual services plan (CASP), since the two forms ask for identical information. The report is due by the 15th of the month following the end of the quarter.

It is expected that the results of the information gathered will be published periodically, quarterly if all the data is accurate and timely.

Additional copies of Volunteer Services - Quarterly Activity Report (GEN 1015) may be ordered from the Office of Volunteer Services.

If you have questions, please call (916) 322-4270.

Sincerely,


ARNOLD N. MUNOZ
Deputy Director
Office of Government
and Community Relations

Atch.

cc: CWDA

SEND ONE COPY TO:

Department of Social Services
Volunteer Services Unit
744 P Street, M.S. 6-117
Sacramento, California 95814
(916) 322-4270

AGENCY _____

[] INFORMATION SUPPLIED BY CONTRACTING AGENCY.

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DEFINITION OF TERMS

CPS:

This refers to child protective services activities using volunteers.

ADULT PROTECTIVE SERVICES:

This refers to those outreach activities provided by volunteers to adult recipients.

FRIENDLY VISITING - AFDC:

Volunteers visiting in the homes of AFDC families.

FRIENDLY VISITING - ADULTS:

Volunteers visiting with adults in their own home.

SHELTER CARE AIDE:

Volunteers providing activities in shelter care, assist with recreation, meals, etc.

TRANSPORTATION:

Those volunteer activities which provide transportation for recipients including escort service.

SOCIALIZATION - AFDC:

Volunteer activities with AFDC families which may include going to the park, ball games, library, etc.

ADMINISTRATIVE AIDES:

Volunteers providing clerical research or statistical assistance for the Volunteer Coordinator working in the county office.

H/M CHORE AIDES:

Volunteers who work with H/M Chore clients in whatever capacity as needed, i.e., transportation to medical appointments, shopping, letter writing, etc.

VISIT CONVALESCENT HOSPITALS:

This refers to volunteers visiting welfare eligible recipients in convalescent hospitals.

"BIG BROTHER/SISTER":

This refers to volunteers involved with AFDC children in a relationship similar to that of a "big brother/big sister." Some counties refer to this as "Buddy," or "Friends."

TUTORING:

This is tutorial activity provided by volunteers for adults or children.

RECREATION:

This refers to recreational activities in which the volunteer assists in arranging or participates in such activities.

ATTENDANT TRAINER:

Program using volunteers to train or orient newly recruited H/M Chore individuals.

COMMUNITY LIAISON:

This refers to volunteers making connections with community groups to provide services or activities for recipients.

AFTER HOURS COUNSELING:

This refers to professionals volunteering to provide counseling on an after-hours basis.

HOLIDAY ACTIVITIES:

This refers to those volunteers involved in a multitude of activities relating to the Christmas, Easter, or Thanksgiving holidays.

PLAYROOM:

This refers to volunteers involved in the development or operation of the playroom in the welfare department.

INTERPRETER:

This refers to volunteers recruited to provide interpreter services to non-English speaking clients.

CAMPERSHIP:

This refers to those volunteer activities necessary to assist a child to go to camp. This includes the solicitation of funds, agreements with camps, recruiting of children, individualized planning with AFDC mothers, or clothing, medical screening and taking child to the bus.

RESPITE CARE FOSTER HOMES:

This refers to volunteers that provide temporary relief to a foster home parent, which enables them to attend to personal matters, i.e., doctor's appointments, shopping, etc.

SPECIAL NEEDS:

This refers to the use of volunteers in securing unusual items for clients such as musical instruments, special clothing, or other unusual items or services.

SENIOR SEWING:

This refers to the recruiting of older women who enjoy sewing. They either repair donated clothes or create infant clothes or other special need clothing.

CASE AIDE - GENERAL:

This refers to volunteers who are involved in a direct service, under supervision, with clients.

I & R:

Volunteers recruited by the I & R staff to provide services under supervision.

TRANSITIONAL AIDES:

This refers to ex-mental health patients who are using volunteerism as a means of integrating back into the community.