

DIRECTOR'S REPORT

Heather M. Munroe, Director of Senior Services

Prepared for: October 21, 2021

ADMINISTRATION/CUSTOMER SERVICE

Enrollment

During the month of September, the COA accrued 36 patrons. Six of those patrons are Wellesley residents, and 30 patrons are non-residents. Five new patrons are in the 60-69 age group; 17 are in the 70-79 age group; eight are in the 80-84 age group, and six are in the 85+ age group. Two of the new patrons are male, and the new members participated in programming, fitness classes and socialization.

Sign-Ins/Attendance

We had 2,251 Total Event Sign-Ins from 472 different patrons in all activities for the entire month of September. Of those sign-ins:

- 359 were Wellesley residents and 113 were non-residents;
- 392 were female and 80 were male; and
- 933 were in-person “swipes” entered by 313 different patrons.

Programming Stats

- Cultural Events – 43
- Fitness Center usage – 37
- Fitness Classes – 169
- Health Education – 81
- IT Tech Assistance appointments – 24
- Legal Assistance – 4
- Recreation – 161
- SHINE appointments – 15

COVID-19 UPDATES

Masks

Things have been settling down with most folks remembering and complying with the mask requirement. Staff still remind folks, but reminders are becoming less frequent.

In Person Events

At in-person events, we make every attempt possible to offer a variety of seating options from clustered groups to social distant seats.

FINANCES

FY21

Annual Town Report

The FY21 attached and ready for approval. We have received and are in compliance with the guidance from the Executive Director and the Town on the FY21 ATR. The report is due the day after our meeting, on the 22nd. Please let us know no later than our meeting, if there are any things that should be amended.

Attachment 1: FY21 ATR Report

FY22

FY22 Gifts

<i>From</i>	<i>Purpose</i>	<i>Amount</i>
FWCOA	Subsidized Lunch (September 2021)	256.00
FWCOA	Subsidized Coffee (September 2021)	364.89

*Simon's Fund Free Lunch will be taken from the current balance in the remaining hot Meals Account funded by the Simons fund in the amount of \$1,100. This is a transfer and not a separate gift acceptance. No vote is required for this transfer.

FY22 – 1st Quarter Finance Update

Operating Budget

Our FY22 Operating budget is in good shape. With most of September's expenses accounted for, we have used about 26% of our budget, which puts us right on target for the first quarter. Non-routine expenses for the quarter included: \$260 for radio replacement in the bus; and \$150 for piano tune-up. Subtracting the October payroll payments brings our first quarter payroll expended to 25%, which is perfectly on target for the year.

Capital Budget

In regards to capital, we have not yet touched FY22 or FY21 Carryforward.

For FY19 capital, we have expended just under \$500 for the shades in the conference room, and we have order the cabinet locks. The cabinet locks were the wrong size and needed to be reordered by FMD. We have ordered a few sound panels to try out in the Billiards area and have additional storage containers and possibly more sound panels to order.

For FY18 capital, we have purchased and we have received IPADS. The Town is still setting them up for us. The bill has been paid and this capital item is now complete.

FY21 Encumbrances

At the end of FY21, we encumbered funds for certain purchases that were made in FY21 but had either not arrived or we had not received a bill for them by June 30th. All of our outstanding bills have been paid for and we have \$219.08 to return to the Town.

Programming Budget

The complete programming budget consists of funds from the Operating Budget, EOEAs, a grant from Junior Wellesley Hills Women's League, and revolving funds. All in all, we have expended about 15% of our total programming budget for the fiscal year.

EOEA Budget

FY21 EOEAs have been put on hold for further expenditure for the time being in good faith to hold the funds that the Town often charges when a position is converted from part-time to full-time, as the Board voted a few meetings prior to support.

For FY22 EOEAs, we have already allocated \$42,600 for salary offsets, leaving us with about \$18k of funds appropriated but not yet expended. Of the categories where we planned to spend funds, we have spent funding on: Events, Holidays, Social Programs; Activities & Additional Supplies; and Fitness Center Supplies. The first two of which are also accounted for in the programming budget.

Gifts Accounts

Coffee. Our Coffee account covers the cost of coffee and coffee supplies. This account will often show as negative balance in between months. At the end of each month we send an invoice to the Friends to cover the cost of our coffee supplies for that prior month.

Newspapers. Our COA Subscription account covers the cost of five newspaper subscriptions annually, including: New York Times, USA Today, Townsman; Boston Globe; and the Wall Street Journal. The Friends have given us a check to cover all of these subscriptions for FY22. The only one that is not paid for in full is New York Times, which the Town's credit card gets charged monthly.

Lunch. The Lunch Subsidy program is where the funds from the Friends go for lunch subsidies and free lunch. This account will usually show a zero balance. Once the "gift" is approved by the Board, it is directly transferred to our Revolving Fund where lunch expenses are paid for.

Hot Meals. The Hot Meals Program has a balance after the merge of that program into our lunch time meals. We will continue to work with the Friends to draw down that fund by first paying for free lunches from there before requesting more funds on a monthly basis from the Simons fund.

Client Assistance. Thus far this year, we have only expended \$72 from the client assistance fund for scholarship assistance for fitness classes. The balance that remains is \$4,789.

General Gift. The funds that we received as a grant from the New Era Fund have been transferred to the General Gift Account where they will be expended directly for the Fitness Center. A purchase order for the items from Amazon and from Precision Fitness have already been acquired and the purchases are now pending delivery. This account will merely be a pass through for these funds.

Marketing. COA Marketing Account. We would like to be allowed to charge the periodic cost of staff name tags, signature lines, and business cards to this line. We have preliminary included \$35 worth of such expenses. We expect to spend no more than \$150 annually for these purposes, assuming low staff turnover.

Attachment 2: FY22 1st Quarter Finance Report

OPERATIONS

Reopening Plan – November/December

We are planning to replicate much of our scheduling that we currently have for November/December. We will propose to the Friends the addition of lunch to Thursdays, and rely on data and numbers to try some more/different in-person exercise classes.

PERSONNEL

Student Intern

Sonali has remained with us after the summer as a student intern. She is funded through the Youth Commission. She will be with us one to two afternoons a week. The staff is very excited to have her. We are very lucky to have her.

POLICIES

Newsletter Inside Cover

No update at this time.

PROGRAMMING

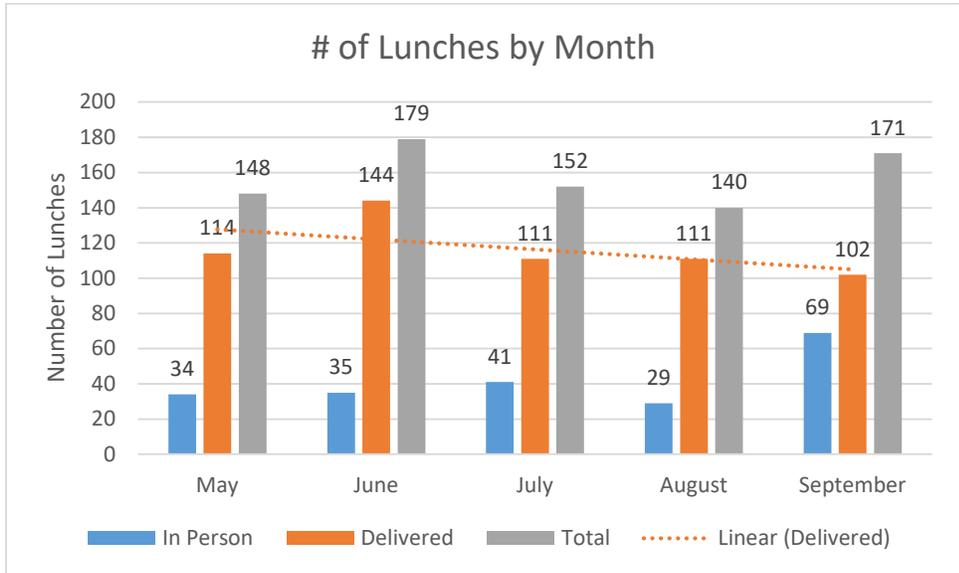
Attendance in September

To date, we have had a total of 510 participants for our programming in September. In the entire month of August we had 385, and in July we had 419. Our in-person classes were very successful in September. Both Fit for Life and Line Dancing frequently hit their max class sizes. Our groups and art classes had decent attendance as well. Our movies continue to have decent attendance, depending on the movie shown, with attendance for the

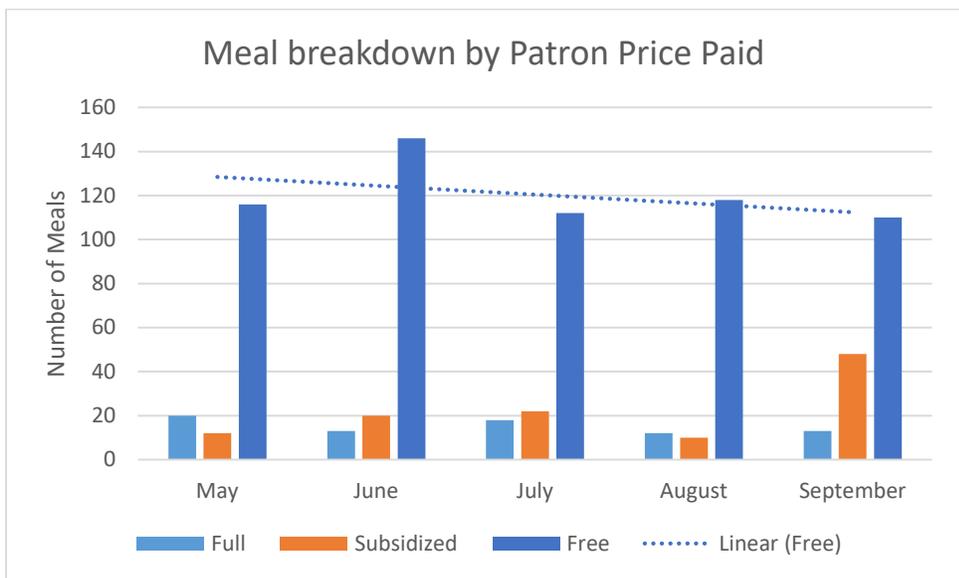
consecutive weeks in September of: 10, 19, 10, and 14. Other in-person programs for September have had the following: Harvest Fest Social (29); Introduction to Vintage Car Racing (14); Caption Call Presentation (4); The Golden Age of Music: Dean Martin (33).

Lunch Program

From the time we started in person lunches mixed with the Hot Meal Delivery Program in May until the end of September where both programs were merged, we have an increase in meals provided and a decrease in the number of deliveries being made.



Over the past several months, we have seen an overall decline in the number of free meals per month, recognizing that the Hot Meal Program became part of the lunch program in September and not all patrons opted to continue to participate.



October Events

Wonderful Wellesley Weekend

The Board participated in Wonderful Wellesley Weekend at both the Open House and the Parade. At the Open House, they had around 12 visitors.

Welcome Wednesday

We advertised this event through the Townwide newsblasts, the Library, the Rec Department, our facebook page, and our own Newsblasts. Overall the event was successful and we had just under 20 visitors, with at least five new patrons.

Upcoming Outreach

Game Tournaments

We are working with an idea of running tournaments for certain games, one per newsletter cycle, in order to try to bring in more interest and make more connections amongst our participants for particular games. We are working on collaborating with the Friends in order to provide prizes. We are also working with folks from each of the game groups to help us organize and design the tournaments.

Participant Info

We have updated our participant info forms and started asking patrons to update their information for us in exchange for water bottles. Our Intern, Sonali, has also started reaching out to folks whose information in our systems is incomplete.

Housing

We have prepared new welcome packets for the Housing Authority to add as part of their welcome packet to senior residents in their communities. We are also working on finding ways to do direct outreach to all addresses with senior residents in the housing authority properties, starting first with a mailing and then following up over the next year with a bi-monthly meet and greet on each of the sites with Kate, the Director/Assistant Director, and the bus driver.

SOCIAL WORK/OUTREACH

Financial Assistance

As the cold weather season approaches, LIHEAP (Low Income Home Energy Assistance Program) Applications for Fuel Assistance sent out and new requests for completing these have come in requesting assistance. Recent Almira Simons requests have included payment towards emergency dental work. These grants are offered to residents when no other financial supports are available to them.

Healthy Aging Programming

In person, topic based discussion groups continue to be a successful programming opportunity that has brought in new residents not otherwise known to the COA outreach program. On October 1st, the “BBQ with the Blue” social event was a huge success with 47 seniors in attendance. Kate will continue working with the Wellesley Health Department to re-establish the “Keep Well Clinics” offered weekly at four local subsidized Housing locations in town.

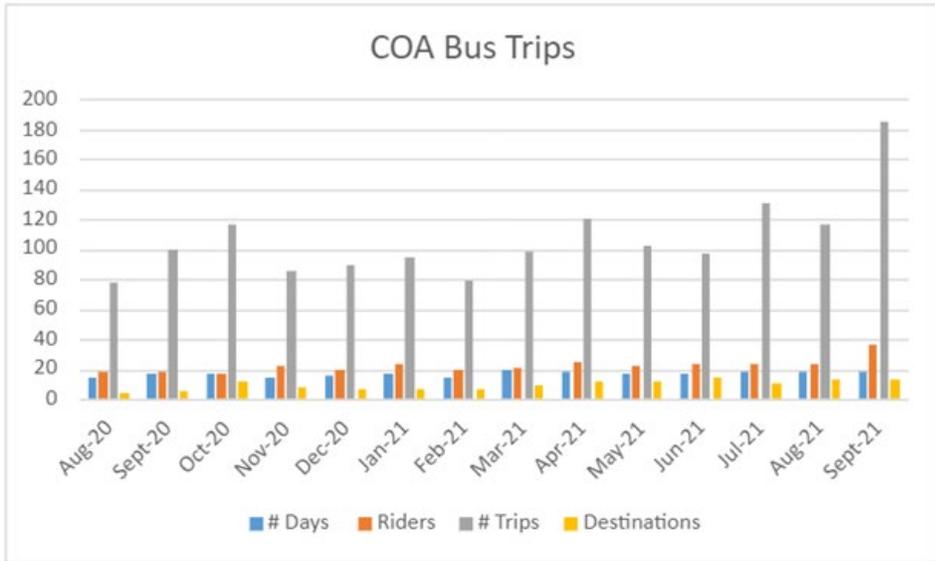
Themes

Lack of housing options is a significant problem for seniors who are looking to move into more affordable apartments or downsize and stay in Wellesley. Calls that come in for discussions on Housing are broad and there are large gaps in what is available for different income brackets and health conditions. Lack of mid-price housing is a concern for seniors in Town and will remain so over time as the community ages. In addition, lack of adequate mental health services is another common concern seniors are facing, with many going undiagnosed or untreated.

TRANSPORTATION

In September the Food Pantry switched back to in-person appointments, and 13 households were transported to and from the Food Pantry. Our driver, Rick, did a fantastic job working with the Food Pantry and COA Volunteer, Michelle Fang, to make sure the transition to in-person appointments went smoothly. Our bus drivers have also been assisting with errands, lunch deliveries, office work, cleaning the bus, and patio maintenance when not completing trips. The bus is working smoothly, but needed its radio replaced last month.

In September, we saw a large increase in the number of trips from 117 to 185, despite seeing a very slight decrease in the number of operational days, which went from 19 to 18 days. The number of riders increased from the previous month from 24 to 37 people, and the number of unique destinations remained the same at 13 locations.



<u>Destination</u>	<u>Address</u>
Salon	139 Linden St
Beth Israel Deaconess Hospital	148 Chestnut St, Needham
Wellesley Family Care Associates	173 Worcester St
Roche Brothers	184 Linden St
CVS	188 Linden St
NWH Dr	2000 Washington St, Newton
NWH	2014 Washington St, Newton

Rebound Physical Therapy	203 Oak St, Natick
Food Pantry	207 Washington St
HVMA Clinic	230 Worcester St
Whole Foods	442 Washington St
Tolles Parsons Center	500 Washington St
Dr. Offices	65 Walnut St

VOLUNTEER

The addition of the Front Door Greeter volunteer position has been going well. There are currently nine volunteers assigned to at least one morning or afternoon shift. All volunteers have been trained and are adapting the rhythms of their shift(s). While there are ebbs and flows in activity depending on the day, this role creates a welcoming presence and guide to participants and visitors, as well as a resource for the smooth operation of the department. As this role develops, we are looking to engage the volunteers in additional office support when possible. Monthly check-in meetings with the Greeters started on October 14th as a way to engage and gain important feedback from the volunteers.

Volunteer engagement for the Lunch Program, Phone Pal Program, Library, and Community Bears is going well. It is great to be able to offer these volunteer opportunities for meaningful connections. We hear from people interested in volunteering, both young and old, on a regular basis. Prospective volunteers with a special interest or talent are referred to our Activities team. Additionally, we maintain a database of prospective volunteers who we can reach out to when future opportunities arise.

COUNCIL ON AGING

The Wellesley Council on Aging (COA) has provided Wellesley's older residents with programs, resources and support in response to diverse interests and needs for over 40 years. The number of older adults in the country, state, and Wellesley continues to increase. According to the 2021 Town Census, more than 6,596 of Wellesley's 29,550 residents are over the age of 60, which is 22% of the Town's population.

Personnel

During the past year, the COA finished its complimentary of staff and completed the year fully staffed. We experienced turnover in a part-time position and filled our Assistant Director position.

Outreach & Support Services

The Health & Social Services Administrator (Social Worker) for the Council on Aging provides residents with information and access to resources on healthy aging. Examples of themes in the social worker role may include topics such as: planning for changing needs; downsizing and exploration of housing options; making connections to various resources or public benefits; and accessing medical support or in-home care. Consultations are available to residents by appointment and were successfully implemented predominantly via zoom or telephone.

Direct outreach and Social Services were provided to residents and their family members under age 60 such as adult children calling with concerns about elderly parents. The Social Worker launched in-person support groups that proved beneficial to patrons looking for meaningful, in-person interactions. The Social Worker also continued to assist with connecting isolated, lonely residents with weekly telephone calls from trained volunteers (Phone Pal Program) and connecting seniors approximately 30 low-income seniors in need of additional nutrition to the Hot Meal Delivery Program weekly.

The social worker collaborates with other Town departments and local agencies to ensure that Wellesley seniors have the necessary advocacy and services to help improve or maintain a safe quality of life. When required, the social worker will act as a mandated reporter for the Commonwealth to report high-level risk or concerns related to seniors living in the community setting. Multiple departments work collaboratively to address concerns before emergencies take place. Wellesley is fortunate to have a low incidence of these protective services reports.

The social worker administers the Senior Work-Off Property Tax Relief Program, which allows volunteer work done by qualifying seniors in exchange for property tax relief. During the past year, the Senior Work-Off Program had four active households volunteer time to support the Town at the rate of \$12/hour (minimum wage) for a maximum benefit of \$1,500 off individual annual property taxes. Work-off volunteers provided 378 hours of work, which is a \$4,536 credit towards real estate taxes for the last fiscal year. Work-Off volunteers are placed with the COA, Library, Town Hall, and RDF.

Programs & Activities

The Council on Aging continued to offer a wide assortment of educational, fitness, recreational and social opportunities via Zoom. Each week, seniors could participate in up to 18 remote exercise classes as well as a wide variety of lectures and presentations. In partnering with Wellesley Media, some of these presentations were filmed for public television and broadcast (four times a week) for those seniors who do not use technology. We continued to see great attendance for our online classes, virtual tours, photography trips, online discussion groups, craft and art workshops, book groups, music classes, and lecture series. Some of these were series that focused on Literature and Culture and often found 60 – 100 seniors Zooming from their homes. More seniors became comfortable using technology as a way to participate and we saw an increase at each bimonthly registration. This year we doubled our Regis College MSOT (Masters in Occupational Therapy) Program, adding four graduate students leading and co-leading groups for us online. The Wellesley COA continues to produce a 15-page bimonthly newsletter and weekly email blast that details the many activities available and services offered.

The COA offers a wide assortment of programs that contribute to the overall health of Wellesley seniors. There are fitness, social, recreational, and educational opportunities including health clinics and screenings as well as a variety of classes and speakers. During COVID, we transitioned exclusively to online programs and activities until April of 2021. The COA's online programs reached a broader audience and had higher attendance rates than we had seen in the in-person programs of the past. The COA continued to produce and provide content for Wellesley Media. The COA opened the fitness center by appointment in the Fall and was able to serve 30 households a week. AARP Tax Preparations were done in-person with safety measures in place in early 2021.

In the Spring, the COA added in-person programming. In-person movies were added allowing up to five participants per showing, with two showings

a week. Lunch returned and was held on the patio starting in May. The COA partnered with several local restaurants and worked closely with the Friends of the Wellesley COA (FWCOA) to sponsor the program and allow for a tiered-cost option for seniors. For the first time in history, this allowed seniors who could afford to pay the full price to do so, seniors who wished to opt in to the reduced price, and seniors who were in need of financial assistance to be provided the lunch at no cost. One of the best benefits of this modification is that all payment was handled in advance and all financial information was kept confidential.

Transportation

At the COA, our bus operates every Monday to Friday starting at 8:45AM with the last pickup at 3:30PM. Our bus was operational for over 200 days, providing over 1,100 trips to 254 riders. Since switching the dispatching process from in-house to the MetroWest Regional Transit Authority (MWRTA), the COA has been able to maintain a solid relationship with MWRTA while maintaining the same level of care with riders. Due to the pandemic, ridership guidelines have been continuously evolving, but we were able to allow our bus to handle full ridership capacity at the beginning of June, allowing for 12 riders at once. However, masks are still required during all trips. Our Volunteer Driver Program (VDP) has been on hold due to the pandemic, but the COA has been able to find additional resources through MWRTA to help Wellesley seniors that require rides outside the scope of our normal transportation operations. Those programs include MWRTA's CatchConnect program as well as their Hospital Shuttle Program. We are continuing to monitor pandemic guidelines as we work to launch the VDP again.

Volunteerism

During the past year, we had about 100 volunteers contribute 2,281 hours across a number of COA programs. Highlights include virtual and in-person tech support, lunch assistance, meal delivery, music, program instruction, foreign language translation, participation in our Phone Pal Program, vaccination appointment assistance, and coordination with the Food Pantry for home deliveries.

Volunteers were extremely flexible with evolving volunteer opportunities, which depended on available pandemic guidelines at the time. In February, the volunteers that assisted with vaccination appointments were rapidly on boarded and trained, and they were able to assist almost 500 households with obtaining vaccination appointments or check-in follow-up phone calls after receiving their vaccine doses. We are truly grateful to the volunteers

that provided this assistance. We are also grateful to the volunteers that opted to return to the COA to volunteer in-person as guidelines allowed.

Council on Aging Board Members

Marlene Allen, Chair

Tony Parker, Vice Chair

Susan Rosefsky, Secretary

Tori DeFazio

Lori Ferrante

Bob Ferrell

Dianne Sullivan

Kathy Trumbull

Kathleen Vogel

Tina Wang

COA FY22 Operating Budget Summary

Funds Allocated \$ 482,595.00 Includes: \$42,600 EOE & \$10K Eastern Development (in salaries)
Expended \$ 124,696.00
Current Balance \$ 356,596.04

Percentage Used 26%

Account	Name	Funding	Amount Expended	Current Balance	Notes
01541100-000000	Salaries	403,405	112,296	291,109	Includes EOE Offset (\$42.6k) & Eastern Development (\$10k)
01541200-524020	Vehicle Maintenance	5,500	260	5,240	
01541200-524030	Equipment Maintenance	1,000	-	1,000	
01541200-524050	Computer Equipment	2,000	-	2,000	
01541200-530500	Training & Development	4,000	368	3,632	
01541200-530900	Other Professional Services	2,150	200	1,950	
01541200-534010	Postage	1,500	-	1,500	
01541200-534020	Telephone	4,300	473	3,827	
01541200-534040	Printing & Mailing (Newsletter)	9,190	3,216	5,974	
01541200-534055	Cable & Internet	1,000	293	707	Will go over by about \$60 for one extra month of Cable before swap to Hulu Live exclusively
01541200-534060	Photocopying	2,400	188	2,212	
01541200-534080	Software Licenses	5,750	3,650	2,100	
01541200-541010	Gasoline	6,000	109	5,891	
01541200-542010	Office Supplies	3,700	342	3,358	
01541200-543040	Equipment Maintenance/Repair Supplies	5,000	150	4,850	
01541200-557010	Programs & Activities	19,000	3,150	15,850	
01541200-571010	Travel - Mileage	1,800	1	1,799	
01541200-571110	Conferences/Meetings Administrators	1,800	-	1,800	
01541200-573010	Dues- Administrators	1,700	1,303	397	

Summary of Program & Activities Team Budget

<u>Funding Source</u>	<u>Source</u>	<u>Starting Balance</u>	<u>Current Balance</u>	<u>% Expended</u>
Programs & Activities (Day)	Tax Funds (Operating)	\$ 19,000	\$ 15,560	18%
PILOT Programs	Revolving Funds	\$ 10,000	\$ 8,700	13%
Evening Programs	JWL	\$ 3,962	\$ 3,567	10%
Wellesley Media Programs	EOEA	\$ 5,000	\$ 5,000	0%
Events/Holidays/Social Programs	EOEA	\$ 5,000	\$ 3,754	25%
Activities Additional Supplies	EOEA	\$ 2,500	\$ 2,279	9%
Totals		\$ 45,462	\$ 38,860	
Percentage Remaining			85.48%	

Summary of Capital & Encumbrance

<u>Funding Source</u>	<u>Source</u>	<u>Starting Balance</u>	<u>Current Balance</u>
FY22 Capital	Opearting- COVID	\$ 12,500	\$ 12,500
FY21 Capital	Encumbrance- AV	\$ 5,392	\$ 5,392
FY19 Capital	Encumbrance- BLD	\$ 2,500	\$ 2,500
FY18 Capital	Encumbrance- IPADs	\$ 2,745	\$ -
FY21 Encumberances	Encumbrance	\$ 11,718	\$ 219
	Totals	\$ 34,855	\$ 20,611
	Percentage Remaining		59.13%

*FY20 still shows 9,618.82 although we are set to close out.

*FY21 Encumbrances have all been paid. Balance can be returned to Town.

Summary EOEI Funding

<u>Funding Source</u>	<u>Source</u>	<u>Starting Balance</u>	<u>Current Balance</u>
Wellesley Media Programming	EOEA FY22	\$ 5,000	\$ 5,000
Event Holiday Social Programs	EOEA FY22	\$ 5,000	\$ 3,850
Activities & Additional Supplies	EOEA FY22	\$ 2,500	\$ 2,360
Fitness Class Offset	EOEA FY22	\$ 5,000	\$ 5,000
Fitness Center Supplies	EOEA FY22	\$ 1,000	\$ 590
Volunteer Appreciation	EOEA FY22	\$ 1,000	\$ 1,000
Salary Offset	EOEA FY22	\$ 42,600	\$ -
Unappropriated	EOEA FY22	\$ 153	\$ 153
FY21 EOEI Carry Over	EOEA FY21 Carry Forward*	\$ 65,148	\$ 0
Totals FY22 ONLY		\$ 62,253	\$ 17,954
Percentage Remaining FY22			28.84%

*Holding 17,434 Balance for Town's requirement for FT conversion of position for Benefits.

*Budget based on estimated EOEI amounts. Once grant is sent out, we will update the unappropriated balance.

COA Gift Funds

Name of account	Revenue	Expense	Charge code	Purpose	Requires:	Starting	Revenue2	Expense2	Balance
COA Marketing Plan Account	29054154-483000-COAMP	29541154-557010-COAMP		Established 6/16 with grant from the Fund for Wellesley; funds specific to paying for COA Marketing and Brand Positioning Plan. 7/17 - Add'l \$10K gift for execution.	Board Approval	5,614.50	-	35	\$ 5,579
COA Supplemental Programs	29054150-483000-COAPG	29541150-557010-COAPG	53SUPG	Established 12/13 with \$4K gift from Almira Simons Fund to supplement programs/services line item in operating budget.	Board Approval	1,652.70	-	-	\$ 1,653
General Gift Account	29054150-483000	29541150-557020	53COAR	All general donations are deposited here. (includes NEF Fitness Center Grant 9/17/21 \$9,642	Board Approval	25,385	9,853	-	\$ 35,238
VDP Account	29054139-483000-CADRV	29541139-511360-CADRV	53VDRI	Donations from passengers specific to support VDP. Expenditures are intended to support VDP and historically have gone to provide recognition to VDP drivers.	Board Approval	1,282.50	-	-	\$ 1,283
COA Bus Gift Account	29054139-483000-COABU	29541150-557010-COABU	53BUSG	New 10/15; donations specific to COA Bus.	Director	5,258	-	-	\$ 5,258
COA Coffee Gift Account	29054150-483000-COACO	29541150-557010-COACO	53COFF	Established 10/17 with gift from NEF for costs associated with coffee/dairy/café supplies. Donations are deposited as revenue. Director request monthly reimbursement. Money is requested from the Friends at the end of each month. Year end balance should be zero.	Director	-	365	713.91	\$ (349)
COA Subscriptions/Magazine	29054150-483000-COASU	29541150-557010-COASU	53COASU	Established 2/18 with gift from FWCOA for newspaper/magazine subscriptions for café. FY22 Covers New York Times, Wall Street Journal, Townsman, USA Today, and Boston Globe.	Director	39	1,298	714	\$ 624
COA Wlsy Hills Junior Women's Club	29054150-483000-COAJW	29541150-557010-COAJW	53WHJW	Established in 5/16 as the place to deposit WHJWC gifts specific to the E/W Lecture Series (previously was COA Supplemental Programs).	Director	3,962	-	-	\$ 3,962
Hot Meals Program		29541173-549080	TPHOT	Established 10/20 with funds from Almira Simons to cover first few months. Funds transferred from BOH as remaining balance. \$10k grant 11/2020 from NWH Foundation.	Director	-	5,486	3,286	\$ 2,200
Lunch Subsidy Program		29541173-549080	TPSUB	Created 08/2021 to allow for a place for donations from the FWCOA for Lunch Subsidies to be collected before being transferred to cover TP014 Lunch costs in the revolving fund.	Director	-	687	687	\$ -
COA Gift Certificates Account	29054150-483000-COAGC	29541150-557010-COAGC	53GICE	When someone wishes to purchase a COA gift certificate for another person, deposit funds here. Code the gift certificate to match the expense account.	Director	987	-	-	\$ 987
FWCOA/Client Assistance	29054152-483000	29541152-557020	53CLNT	Established 11/14 with gift from FWCOA; Formal application required and requires approval of COA Director. Intended use is for individuals in need of financial assistance due to extenuating circumstances/financial hardship. Ideally 1 x only use	Director Discretion	4,860.86	-	72	\$ 4,789
Authorized Taxi Transportation	29054150-483000-COATT	29541150-557010-COATT	53TAXI	Established 5/15 with gift from FWCOA; expenditures from this fund are to cover urgent medical transportation; approval of COA Director or Assistant Director required. Must be documented in MSC database in the client record.	Director/Assistant Director	766.57	-	-	\$ 767

Other Available Funds to Request from

Name of account	Purpose	Expenditure Permission	Starting	IN	COA Expenditures	Balance
Campana Funds	Programming for seniors and building modifications.	COA Board & SB	320,000	30,000	-	\$ 350,000
New Era Funds	Funding within the FWCOA, to support the mission and strategic plan of the COA and FWCOA to be used for unattended needs and opportunities at the COA beyond the capacity of the Town budget and other sources of outside funding. It will not support requests for ungoing personnel expenses. Requests of the NEF are to be filed by the first new day of each new quarter, of \$1k or more, generated by the Director after a vote of the COA Board.	NEF committee of FWCOA			9,698	
FWCOA	Seeks to create vibrant aging experience to enrich lives of wellesley citizens, 60 and older, by providing financial support for special programs, activities, and other needs of the COA.	FWCOA				
Almira Simons Funds	Any Wellesley resident, male or female, age 60 or older who is encountering financial hardship.	FWCOA (Fred)				