

Notes for COPC Capacity Building Sub-Committee Members

Updates to date 10/01/07:

Volunteer Center:

- Over 50 individuals attended the Volunteer Center Kick Off on August, 23 2007. Twenty organizations gave information to be distributed and 15 agencies sent representatives to the event. Thanks to the COPC staff for their wonderful work on this event particularly Rebecca Schicker, Katie Zimmer and Mary Ann Broda! If you did not get your Volunteer Center bracelet feel free to stop by the COPC office.
- Rebecca Schicker has transitioned from our COPC graduate assistance to our COPC AmeriCorps VISTA staff member. Becki will be coordinating volunteers and programs for the ReNU Niagara COPC Volunteer Center as well as conducting outreach and continuing to recruit organizations.
- 47 organizations are registered with the COPC Volunteer Center.
- 11 volunteers have been referred.
- Thank you letters have been sent out to the all the agencies registered with the Volunteer Center. Rebecca Schicker will continue to follow up with agencies who have not yet registered with the Volunteer Center.
- Becki has also personally followed up with volunteers who have been referred to date. Jill Shuey and Rebecca Schicker will work on a volunteer recruitment strategy.
- If you have not been to our COPC website lately, please check it out at www.niagara.edu/copc
- The Volunteer Center webpage has some new features:
 - A link to NU's Learn and Serve Niagara program as well as a section that features one day volunteer opportunities currently offered through Learn and Serve's NUCAP program.
 - In the upcoming weeks, individuals will also be able to search by interest area.
 - There is also now a quick link for COPC on Niagara University's home page.
- We are continuing to work with Valerie Devine of NU's IT department to work out minor technological glitches in the website and to make it more user friendly.
- Becki Schicker and Melissa Brierley, a social work intern with COPC, are working on a manual for the Volunteer Center
- COPC had a table at Freedom Trail Festival on Sept. 22nd and passed out Volunteer Center fliers and bracelets.

Needs Assessment:

- Needs Assessment meeting held on Sept. 11th, 2007.

- 81 health and human service agencies have returned their Needs Assessment Agency Information Forms.
- We just did a third mailing to all of the agencies in the Mental Health Help Book. Our goal is to have almost all of the agencies in the county registered by the end of October, 2007.
- Becki Schicker has begun to create maps and is planning to have all of the maps completed by December, 2007.
- The next Needs Assessment meeting is scheduled for Tuesday, October 30, 2007 at 3:00 PM at the COPC office at 1816 Main Street.

Workshops:

- JonJay Stockslader of NU's Continuing and Community Education department and Jill Shuey in late August drafted a proposal to Michele Bernier of the local HUD office in regard's to Michelle's interest in working with NU and COPC to offer a series of non-profit trainings similar to the workshop offer by HUD at NU in early August. The proposal was to offer one workshop a semester and one workshop during the summer at NU. The series of professional workshops will provide an overview geared specifically for non-profit agency staff and board members, local residents and faith-based groups. The goal of the series is to increase agencies and organizations' capacity in non-profit management, program development, execution, resource development and board leadership. Michele Bernier is currently reviewing the proposal.
- Agency/Volunteer workshops (Friday COPC Chats)
 - Jill borrowed this idea from one of our COPC colleagues in South Carolina with the USC Upstate campus. While we are still pursuing a series of workshops with Michele Bernier from HUD, COPC would like to offer an informal networking/capacity building opportunity for agencies by offering a once a month brown bag lunch series on Friday's.
 - The first event will start in October with a presentation by Fran Boltz, NU NUCAP Coordinator, on Volunteer Orientation (please see the attached Friday COPC Chats proposal).

Next Steps:

- Jill Shuey, Dr. David Taylor and Dr. Marilyn Fleckenstein are meeting monthly to discuss sustainability of COPC activities past our three year award from HUD. Several grant initiatives have been identified for the Volunteer Center that focus on youth and service. Jill Shuey and Becki Schicker attended the Niagara Falls Weed & Seed youth retreat planning meeting and will be working over the next several months to expand outreach and contacts for youth service through the Volunteer Center.
- An evaluation of the COPC program will begin in the next several months. We would appreciate everyone's feedback and support.

Next Meeting:

- No Capacity Building sub-committee meeting scheduled for October.

- In early November, an all COPC sub-committee meeting will be scheduled to discuss project reports, feedback and evaluation/sustainability. **Date and Time TBA.**