

Executive Summary

Friendship Adult Day Services works hard to establish a safe and welcoming environment for the elderly and disabled members of the community. The participants and caretakers use the patio garden as a place for therapeutic activities and to promote socialization among the participants, volunteers, and staff members. Friendship Adult Day Services is looking to improve some of the safety concerns on the patio. The most pressing issue is the fire escape. There is a set of stairs that leads off of the patio to the grassy area away from the building. In the event of an emergency, participants would need to use this stairs. There is a concern of whether or not the stairs are safe for participants to use for two reasons. The first is that the stairs are steep and there is no railing, and the second is that there is a large drop off. In the event that a participant fell of the stairs because there was no handrail, there is a large possibility of injury occurring because of this drop off. The fire marshal has suggested that a railing be installed on the stairs. The railing would be installed on one side of the stairs and on the other side, colorful flowers would be planted in order to encourage participants to stay on the path.

When on the patio, the participants can enjoy therapeutic gardening. The tools for gardening are currently just left on the patio. The master gardener, who is also a nurse, has expressed some concern about these tools being exposed to the participants. She suggested that Friendship Adult Day Services invests in an outdoor storage unit that will provide a stowaway for all of the gardening tools. This will hopefully make the patio garden a safer location for the participants.

The objectives include:

OVERALL GOAL: Enhance outdoor area to continue to support therapeutic gardening and socialization activities

OBJECTIVE 1: Install safety features on staircase

OBJECTIVE 2: Plant garden for injury prevention

OBJECTIVE 3: Add outdoor storage unit to promote safety on the garden patio

These simple changes to the patio garden will allow for caretakers to feel even more comfortable when participating in activities outside. These are minor changes to the patio garden but in the end will allow staff members and caregivers to feel more comfortable with one of the most commonly used areas at the facility.

The impact will be evaluated through different focus groups and discussions with the individuals who are affected by the changes to the facility. We will ask thought-provoking questions to the audience of Friendship Adult Day Services to see what donors, family members, and volunteers think of the changes. In the event of a fire alarm, evaluate if the exit was successful and the railings were used. There will be a celebration after the completion of the project to advertise the improvements. The total cost of this project, including the three objectives will be \$1,308.26.

Thank you for considering funding Friendship Adult Day Services and helping to improve the already successful and life changing program that the organization has established.

Overview with clearly stated goals/outcomes

Friendship Adult Day Services is a non-profit organization located in Burlington, NC that is dedicated to providing the daily care and needs to elderly and physically impaired members of the community. Friendship Adult Day Services provides participants with the care and attention they need while still allowing them to live at home. These participants are elderly citizens and individuals with special needs. As a non-profit service that provides daily therapeutic activities, the program allows for adults to age comfortably. While serving the community for 30 years, Friendship has become the most experienced day program in Burlington and has proven their ability to make a significant community impact annually by meeting outcomes such as increasing quality of life, or indicating a premier level of programming from which participants and caregivers benefit. Friendship Adult Day Services works hard to maintain a safe environment for its participants. Kathryn Porter, the Executive Director, acknowledged some areas, specifically on the garden patio, at the facility that are in need of improvement.

OVERALL GOAL: Enhance outdoor area to continue to support therapeutic gardening and socialization activities

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Description of Need

Friendship Adult Day Services has a safe and secure environment and is actively looking to improve the comfort of the participants. Right now Friendship Adult Day Services has areas in their garden that could use some simple improvements. The garden is a place of comfort and activity. Friendship uses it to give participants a sense of meaningful occupation and connection with nature. A nurse at the facility also serves as the Master Gardener, who plans outdoor therapeutic activities. Participants actively work with the plants and vegetables to promote exercise in addition

to nutrition (see Appendix A for visual). It is an inviting and enriching space that encourages therapeutic socialization. When the participants work in the garden, it brings them happiness and rewards while encouraging therapeutic activity. The social times in the garden help in the process of grief and allow the center to implement best practices in dementia care.

An example of when the garden has helped in the process of grief is explained through a recent conversation between the director, Kathryn Porter, and a participant. The two were enjoying their time on the patio, and the 95 year-old participant began reflecting on her life losses. She survived the invasion of Poland, the death of family members, relocation and being on the run, and the loss of a new husband. She spoke of the losses and deaths in her life, and how the beauty of the "living" garden would help with the healing. The garden is a spot that helps to facilitate dealing with loss and realizing the inspiration to keep living. The two discussed the Japanese maple was planted in a memorial service to help honor and recognize loved ones as a part of processing grief. This emotional moment was exactly what Friendship Adult Day Services hoped the garden would provide: enjoyment and healing.

In the hope of continuing safety and a nurturing environment, the garden must remain a safe place where no participant's well-being could be compromised. At the core of this organization is maintaining a safe environment that facilitates healing for the participants. The goal of this project is to maintain the garden as a sanctuary for the participant while enhancing the safety of its foundation. The garden is on a porch on the top of a hill with steps leading down to the main parking area (see Appendix A for a visual image). The fire marshal requires Friendship Adult Day Services to use the back entrance as a second egress. This fire escape is a requirement of fire and safety laws. With this being said, the center has a need for monetary funds to purchase a railing for the steps leading down from the garden, a storage box to keep the tools in, and flowers to enhance the sides and keep participants on the steps. The storage unit would be an accessible equipment stowaway that would help encourage more participation in the garden. It would also assist staff by

having the tools in a convenient location right where the activity takes place. This outcome of safety and enhancement would benefit the nonprofit in multiple ways, but the most important objective is giving the participants a peaceful haven where they feel safe.

It is a priority for Friendship Adult Day Services to adhere to safety precautions in their facility. Friendship Adult Day Services is a safe location for elderly and special needs participants to go to during the day. If the parameters of the location are not considered safe, then this defeats the overall purpose of Friendship Adult Day Services. By making the patio a safe place where participants feel comfortable, they can take advantage of the therapeutic and healing activities. The garden proves to be a therapeutic place for the participants, and the center intends to continue improving the safety of the patio. Once this security and comfort level is achieved, the staff will feel more comfortable hosting beneficial programs and help participants take advantage of activities. Through this active betterment of the patio, the ultimate goal of the organization is achieved and the center can fully address the needs of their participants.

There are two locations at the center in need of attention due to safety concerns. Both locations are on the patio where many participants spend their time during the day. On the patio, participants garden, exercise, socialize, and bird watch. The patio is an essential part of Friendship Adult Day Services. There is a fire exit on the patio that consists of a set of 10-12 steps. These steps are extremely steep, and there is no railing. This is a concern of the executive director, Kathryn Porter. In the event that the fire exit needs to be used, the participants' safety when walking down the stairs would be at risk. The chance of injury is high since many of the participants are elderly and would struggle to walk down a set of stairs even if it had a rail. Ms. Porter explained that if there was no railing put in place, then they would have to put their participants on blankets and pull them down the hill in the event of a fire or emergency. This would be an inefficient and unprofessional way of transporting the participants. The facility needs to be acknowledged as a safe area for its participants, and these steps without a railing do not deliver this connotation.

Plan to address need

The following phases are the steps necessary to complete the project and to provide a safe environment at Friendship Adult Day Services. Based on the goals for the project this process will consist of three detailed phases. The information below clearly outlines and demonstrates the order in which the phases and their steps will be completed as well as establishes the outcome of each phase. The phases explain the preparation and how the need of improved safety for Friendship Adult Day Services will be implemented.

Next to the steps there is a large drop-off. If a participant were to step off of the stairs, then they would fall immediately. In addition to a railing, it is important that participants know to stay on the path instead of putting themselves at risk by stepping off the steps. The suggestion is to plant colorful flowers in the space next to the stairs in order to encourage individuals to stay on the steps. The space that this garden would be in is about four feet by five feet. This is a small investment but would be beneficial in ensuring the safety of participants.

The second safety concern is the tools on the patio. The Master Gardener is concerned about the safety of the participants with the multiple gardening tools that are exposed. The Master Gardener suggested that there be a plastic box that has a lid where all tools would stowed. This is a simple investment that would provide an extra step of safety for the participants. Also, having the tools protected from the elements would ensure the longevity of this investment.

PHASE 1: Purchase and Implementation

- Order and purchase the chosen railings and plants (Appendix E)
- Request volunteers for installations
- Schedule volunteers to install the railing and bushes at desired location
- Oversee installation

OUTCOME: Railings and bushes are installed successfully

PHASE 2: Public Relations

- Approve invitation to re-opening event including update on progress of center as a result of grant funding
- Finalize invitation and print (Appendix B)

- Distribute invitations and newsletter (Appendix D) to appropriate audience including, donors, volunteers, staff and families of participants. Host event and gather input via interviews of event guests
 - Send out press release to local news groups to raise awareness (Appendix C)
- OUTCOME: Better public awareness of the center and gather feedback

PHASE 3: Assessment

- Revise invitation for Facebook page's audience to serve as update
- Meet and discuss in a focus group with the staff members to understand the participants' feedback
- Post on Friendship Adult Day Service's Facebook pages
- Track Facebook "views" and "likes" and record data
- Summarize event attendance and measure success

OUTCOME: Combine results from event interviews and Facebook feedback and report on success level to the funder in the form of a printed report

Budget

Item	Cost/Item	Quantity	Cost
INSTALLATION OF RAILINGS			
Fulton Basic Retaining Wall Block 11 1/2" x 4"	\$1.77 /block	34 Blocks	\$60.18
Hand Railing	\$731/Railing	1 Hand Rail	\$731
PATIO CHANGES			
Rubbermaid Olive Resin Shed 60"x32"x47"	\$229.00	1 Box	\$229.00
Shipping Cost			\$59.00
GARDENING SUPPLIES			
Garden Pro Topsoil	\$1.29 /bag	24 Bags	\$30.96
Pine Bark Mulch	\$2.55 /bag	12 Bags	\$30.60
Dutch Master Daffodil Bulbs	\$21.49/pack of 35	1 pack of 35	\$21.49
Mixed Fragrant Hyacinth Bulbs	\$10.44/8 pack	1 pack of 8	\$10.44
GARDEN PARTY			\$50.00
TAX COSTS			\$85.59
TOTAL			\$1,308.26

** These numbers were previously researched and provided by Friendship Adult Day Services' executive director, Kathryn Porter. The railing quote was taken from a contact that Kathryn Porter has at Alamance Fence. Please see Appendix E to view pictures of the products.

The total budget required for the project is \$1,308.26. Of the total budget, \$791.18 will be used to upgrade the quality of the emergency exit so that it meets fire and safety regulations. The railing is metal in order to prevent splinters and rotting. There will be a railing on one side of the stairs, and the tiered garden will be on the opposite side of the stairs in order to keep participants on the path (total cost \$93.49 plus tax). In order to assist staff and help promote therapeutic activities and safety in the garden, \$288 will be allocated to the cost of the storage unit. It is a Rubbermaid brand outdoor storage box that will be purchased at Lowes. With 75 gallons for storage, there is plenty of room for the tools and supplies in a convenient location for the caretakers. The box lid also doubles as extra seating and features a lock to keep the tools safely inside. \$50 will be allocated for the garden party that will celebrate the change. This sum includes refreshments and decorations. This will allow the community and participants to be aware of the improvements that were made to the facility.

Presentation of Potential Budgets

Option	OPTION 1: IDEAL BUDGET Total costs	OPTION 2: BASE-LINE BUDGET Staircase Safety	OPTION 3: BASE-LINE BUDGET One Hand Rail
Cost Total	\$1,308.26 (tax included)	\$946.92 (tax included)	\$782.17 (tax included)
Explanation	This sum covers the total cost of the project in its entirety.	This sum covers the total of the rail and its installation as well as the cost of the tiered flower garden to be planted to encourage participants to stay on the stairs.	This sum covers the total of the rail and its installation and no other costs.

Connection to Foundation Goals

By enabling students to reach out to non-profits, the Foundation is initiating the improvement of these organizations. The Foundation's goal of students practicing communication skills overlaps with the PWR goals of establishing a professional communication with the partner and developing collaboration skills. Friendship Adult Day Services responded to this communication and collaboration with the PWR students because the Foundation can provide a way to meet their goals and improve their facility. The combination of these three separate groups results in each group meeting their goals while also benefitting the other groups.

FOUNDATION GOALS

- Improve and support non-profits in the counties surround Elon
- Form partnerships with students to address programs
- Practice communication skills as students

PWR GOALS

- Establish professional communication with the partner
- Develop collaboration skills
- Use professional writing in helping the community
- Apply rhetorical skills when formulating effective persuasive arguments

FRIENDSHIP ADULT DAY SERVICES

- Promote exercise in the garden as a way to experience outdoor activities
- Encourage proper nutrition because the garden invokes the five senses
- Socialization and therapeutic activity
- Provide a safe and welcoming environment for the participants
- Encourage the patio garden to remain a place for participants to feel comfort while engaging in activities

Evidence of Partnership

The appendices include information that helps to support the needs of this grant. As PWR and CUPID students, we wanted to market the implementation of the grant to constituents of Friendship Adult Day Services. After examining the audience, the best option for spreading awareness of the projects is reaching out to the donors, volunteers, and community partners, which include family members of the participants and other organizations. By involving the donors in the

process, they will hopefully support and contribute to the project. The volunteers provide assistance and work to help the programs function. Volunteers are the gardeners and program leaders that ensure the continuation of the programs in the garden.

With all of the different audiences in mind, the appendices include materials that promote the changes on campus. The invitation to the Garden Party will be sent out to Friendship Adult Day Services' audience (see Appendix B for invitation). The gathering will serve many purposes, to celebrate the implementation of the grant, to thank the audience for their continued support, and to market Friendship Adult Day Services. The Appendix D includes a newsletter article that be distributed to Friendship Adult Day Services' audience. Appendix C provides a press release that can be published in the local newspapers to acknowledge the changes. These will also be excellent marketing materials that get the audience involved with the grant work and help Friendship Adult Day Services better sell their services to the public.

The partnership with Friendship Adult Day Services gives Professional Writing and Rhetoric students the opportunity to practice professional communication and write for a real audience.

Assessment Plan

OBJECTIVE	OUTCOME	ASSESSMENT
Install safety features on staircase	There will be railings along the steps on the patio so that participants can begin to use the stairs. Hand rails allow participants to immediately and safely have access to the stairs.	If a fire drill occurs within the first 6 months of installation, evaluate how the stairs were used. If not, discuss how people feel about the change in a focus group setting with some questions that will provoke conversation and find out if staff members feel safe to let participants use the stairs outside.
Plant garden for injury prevention	There will be plants placed next to the steps so that participants know to stay on the stairs.	Discuss how participants feel about the change one-on-one with specific questions that will hopefully promote conversation with the staff and administrations. See Appendix F for questions. Ask people at the celebration presentation their thoughts on the new improvements.

Add outdoor storage unit for outdoor safety	There will be a new storage unit on the patio where all the tools will be kept to make the patio a safer place for the participants.	Speak with Master Gardener to see if she feels like it is a functional addition and that people are using it effectively
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Appendix A:

Explanation: Pictures of the fire exit that is in need of expanded safety precautions

Picture 1: Fire escape staircase in need of railing stairs.



Picture 2: The patio garden connected to the

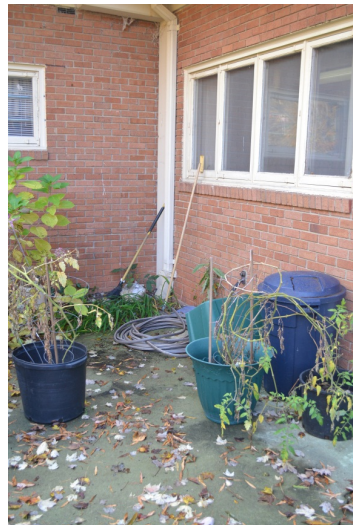


Picture of the patio garden that is connected to the fire escape stairs

Picture 1: View of the patio garden



Picture 2: Where the storage unit will be installed



Appendix B:

Explanation: This invitation will be sent out to donors, volunteers, staff, families and the local community in order to advertise the new improvements to the facility.



Appendix C:

Explanation: This press release may be converted to an article for publicity purposes.

FOR IMMEDIATE RELEASE

FRIENDSHIP ADULT DAY SERVICES MAKES STRIDES IN SAFETY AND SERENITY

Burlington, NC – date 2012

Kathryn Porter, director of Friendship Adult Day Services is pleased to announce to exciting changes to be made to the center's garden space. Friendship Adult Day Services is a non-profit organization located in Burlington, NC that is dedicated to providing the daily care for elderly and physically impaired members of the community.

Since Friendship's founding in the 1980s, the garden has offered a place of comfort and activity for participants by giving them a sense of meaningful occupation and a connection with nature. A nurse on staff also serves as the Master Gardener, who plans outdoor therapeutic activities. In this space, participants actively work with the plants to promote physical activity, therapeutic coping techniques, and socialization with other participants and volunteers.

While Friendship has been successfully serving program participants for over 30 years, the time has come to for Friendship to receive some well-deserved rejuvenation. The updated back patio garden serves as an important space for therapy and socialization for participants. The patio received a variety of new plants to provide aesthetic enhancement, railings have also been installed along the steps to aid participants in mobility. Not only will this made-over garden become an additional tranquil space, participants will receive an increased sense of independence as a result of improved safety in navigating the area.

This past Friday, April 2 at 3pm, Friendship held a garden party to celebrate the new improvements. Guests including participants, families and volunteers attended to celebrate the new garden and reported: "XX".

After utilizing the newly improved garden space, director Kathryn Porter was happy to report that "XX" said... Perhaps more telling effect of the changes was the reaction of the participants themselves, one of whom, XX, said that "XX". Friendship Adult Day Services is now more than ever living up to its slogan of being the perfect place to build friendships and keep families together.

With these aesthetic and safety improvements participants can now take advantage of this tranquil space more frequently and independently.

To learn more about Friendship Adult Day Services Mission, please visit them online at www.facebook.com/pages/Friendship-Adult-Day-Services.

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Appendix D:

Explanation: This newsletter will be distributed to the donors, family members, volunteers and community partners of Friendship Adult Day Services.

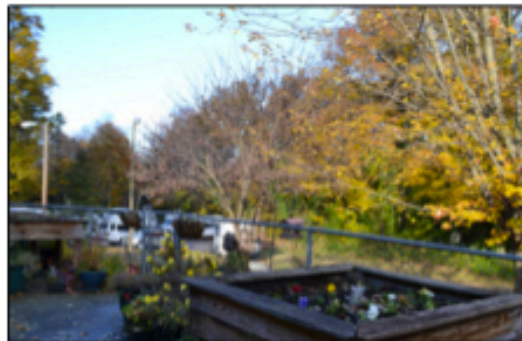
Friendship Adult Day Services

A Community Newsletter

A Growing Garden

Friendship Day Adult Services would like to announce the re-opening of their garden!

Friendship has recently received a grant from the PWR Community Foundation Grant at Elon University. The grant has provided a storage box for gardening supplies and other gardening needs like bulbs, soil, and tools.



The center has also installed a railing leading from the patio down to the back lawn and parking lot. The railing will make the back lawn more accessible to our participants, opening a quiet, shady area to enjoy nature.

In the spring, we'll celebrate the implementation of these improvements to our community through a garden party.

Mark your calendars for April 2!



1946 B Martin St.
Burlington, NC.
(336) 222-7797
Like us on Facebook!

*Building Friendships,
Keeping Families Together*

**Join us for a
Garden Party
Friday, April 2nd,
3 p.m.**

Source List

Explanation: The following products will be purchased from Lowes and are also listed in the budget on page three.

35-Pack Dutch Master Daffodil Bulbs



8-Pack Mixed Fragrant Hyacinth Bulbs 60"x32"x47"



Fulton Basic Retaining Wall Block 11 1/2" x 4"



Garden Pro Topsoil



Pine Bark



Rubbermaid Olive Resin Shed



All photos of Friendship Day Adult Center are by Maggie Achey.

The railings were found at Alamance Fencing

Appendix F:

Explanation: This includes a list of questions to promote conversation with the staff and evaluation of the new changes at Friendship Adult Day Service

These questions will be posed to party attendees including volunteers and caretakers in order to gather feedback without prompting a particular response.

Questions for party guests:

- What do you think of the new additions?
- How do you see these changes (railing) benefiting participants?
- How do you see these changes (plants) benefiting participants?

These questions will be posed to participants of the program by volunteers directly following a period of interaction with the new garden patio in order to gather feedback without instigating anxiety or promoting a particular response.

Questions for focus group:

- How did being in the new garden patio make you feel?
- How did the new railing improve your time in the garden?
- How did the new plants improve your time in the garden?