

**STAFF REPORT  
City of Lancaster**

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MVB

Date: January 13, 2015

To: Mayor Parris and City Council Members

From: Kelvin G. Tainatongo, Assistant to the City Manager  
Mark V. Bozigian, City Manager

Subject: **Upgrade One LINC Volunteer Management Program with Points Of Light Foundation and their Hands On Connect Website Software**

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**Recommendation:**

Approve the transfer of \$7,700 to the Lancaster Community Services Foundation and increase appropriations in Account No. 106-4100-301 by \$7,700. Approve the expenditure of the same amount to Point Of Light Foundation to upgrade the One LINC Volunteer management website.

**Fiscal Impact:**

Funds in the amount of \$7,700 are available in the fiscal year 2014/15 General Fund budget to transfer to the Lancaster Community Services Foundation.

**Background:**

In March 2014 the community-wide Volunteer Program, One LINC was launched to connect volunteers with organizations with volunteer opportunities. The program was developed and is managed by AmeriCorp VISTA members sponsored by the City of Lancaster. Current VISTA members continue to recruit new volunteers and organizations that offer volunteer opportunities. Along the way they have surveyed over 50 registered organizations to determine the value of the One LINC website as a useful tool. The most frequent comment received is the website could be more user friendly and provide better volunteer management reports.

As a result, the VISTA members researched a variety of software packages that offered more user friendly features and access to more volunteer management reports for both the volunteer and the volunteer organizations. A contract has been entered with the Points Of Light Foundation and the Lancaster Community Services Foundation to host and manage a new and improved One LINC website for volunteer services. The annual cost to host and manage the website is \$7,700 which is less than the current cost. All current data will be uploaded to the upgraded website and ready for launch by the end of February. At that time the VISTA members will engage in recruiting more volunteers and volunteer organizations to the new One LINC website.