

City of Lawrence  
Social Service Agency  
Bi-annual Report  
2013

Reports on activity should be submitted electronically to Casey Toomay, Budget Manger at [ctoomay@lawrenceks.org](mailto:ctoomay@lawrenceks.org). Reports on activities from January to June are due on July 15<sup>th</sup>. Cumulative reports on activities from January through December are due on February 15<sup>th</sup>.

**Agency Name:** Big Brothers Big Sisters of Douglas County

**Reporting period:**       **January - June**  
(deadline July 15)       **January - December**  
(deadline February 15)

1. Give a brief narrative of the activities that were funded with City funds over the reporting period checked above.

**In the past six months of the reporting cycle, our four case managers have continued their work of making new one-to-one matches with qualified volunteers and at-risk children in our community, as well as continuing supervision of existing matches. Each case manager is assigned a number of matches in which they supervise, offer guidance, assist with any problems and engage in healthy communication with the youth, the parent/guardian of the youth and the volunteer. Annual reporting through participant completed surveys is done with each match to keep track of agency progress.**

2. Provide specific detail (and supportive documents, if needed) to demonstrate progress made toward your goals/objectives.

**In the past six months of the reporting cycle, 23 new matches were made in the community-based program and 12 new matches in the Bigs in Schools program. At this time we are currently at 26% of our goal, with 40 new volunteers in the intake process currently, therefore we are on track to hit our "new" matches goal.**

**The case managers maintained a high quality of service with supervision rates at an average of 97% spanning the six month period.**

**Outcome based surveys are done at the yearly anniversary of each match to keep a record of behavioral and impact outcomes that will be reported on at the end of the reporting cycle.**

3. How have you impacted the citizens of Lawrence?

**We have provided a good role model and mentor for 35 new children, as well as a meaningful volunteer experience for 35 new individuals. We continue to serve nearly 300 active matches in Douglas County, where we provide children facing adversity with an opportunity to gain perspective on life choices, opportunities and meaningful relationships with others.**

4. What barriers, if any, have you encountered?

**We continue to face a challenge of recruiting new volunteers to join the program, specifically men. We have developed a recruitment plan to engage different segments of our community, including a new program at Free State High School, in which high schoolers will be mentors to elementary-aged children. We began this recruitment effort in May and we are currently processing 24 high schoolers to be matched in the fall, at the start of school.**

5. Review the line-item budget you provided in your application. How much of your allocation has been spent?

**The line-item budget specified support for one case manager's salary, we have spent 50% of the budget salary for six months.**