

## Roles and Responsibilities Worksheet (Required)

Describe how each applicant partner plans to contribute to the overall program plan including, but not limited to, time contribution, personnel contribution, monetary contribution, shared responsibilities, use of facilities, etc.

### 1. Faith-based organization:

- Time contribution

M4RA will commit up to 2 days per month for 2 M4RA staff for professional development support to CJCF staff, families, and community life coaches.

- Personnel contribution

M4RA will commit up to 2 days per month for M4RA staff for professional development support to CJCF staff, families, and community life coaches

- Monetary contribution

\$0

- Shared responsibilities

M4RA will work collaboratively with CJCF staff, Easter Seals Tri-State, local business partners, C4L coaches, families, youth, Juvenile Parole Officers, local school district staff to ensure successful reentry of youth to their home communities.

- Additional roles and responsibilities

M4RA will collaborate with Bowling Green State University's Center for Assessment and Evaluation Services, independent evaluators, to determine efficacy of this project. Program Director will participate in quarterly Leadership Team meetings.

### 2. School district partner:

- Time contribution

The BUSD will provide a half time teacher to provide oversight and assistance to the M4RA program inside of CJCF (which will equate up to one quarter of the staff time.) ODYS will provide internal staff members to be mentors as needed in the program. These staff will provide the equivalent of two hours per week and up to the equivalent of two staff members (already paid for by state funds). ODYS will provide Juvenile Parole Officers will assist transportation and technical assistance in connecting external mentors inside the facility and continued support with youth upon release (already paid for from state funds). ODYS will provide the 4 hour orientation training for external partners.

- Personnel contribution

BUSD will provide technical assistance and support to the program from Central Office. The Bureau of Parole (ODYS) will provide assistance from the JPO in connecting community and youth. CJCF will provide staff to provide the orientation to outside partners and some internal mentoring.

- **Monetary contribution**

BUSD will provide the CareerScope and the STAR assessment to all youth. BUSD will provide all the printing for the materials used in the M4RA program.

- **Shared responsibilities**

BUSD will share the responsibility of implementation of the M4RA program with the M4RA staff, the connection to community with Easter Seals Tri State as well as with the business partners.

Superintendent will participate in quarterly meetings as a member of the Leadership Team

- **Additional roles and responsibilities**

Removing barriers, regular meeting with grant partners to ensure clear communication, enhanced connection to secondary school, Post-Secondary and employment options for youth

### 3. Business partner:

- **Time contribution**

Will allow staff volunteering as life coaches (mentors) to leave during working hours to participate in C4L activities, training and group events

- **Personnel contribution**

Will be providing personnel for the program to become life coaches

- **Monetary contribution**

- **Shared responsibilities**

Messer Construction will share the responsibility of implementation of the C4L program with the M4RA staff, the connection to community with Easter Seals Tri State as well as with the faith-based partner.

Superintendent will participate in quarterly meetings as a member of the Leadership Team

- **Additional roles and responsibilities**

### 4. Community nonprofit (if applicable):

Easter Seals TriState

- **Time contribution**

2 full time C4L Transition Coaches, 1 Full time Job Developer, 1 Program Manager, 210 hours IN KIND for Vice President, 96 hours IN KIND for Senior Leadership from Easter Seals Ohio (Angie, Pam - ?)

- **Personnel contribution**

2 Full time C4L Transition Coaches, 1 Full time Job Developer, 1 Full time Program Manager

- **Monetary contribution**

- want to calculate the IN KIND staff hours/salaries above, plus we could add the admin over 10%?

- **Shared responsibilities**

Case Plan development and coordination, youth referral and connection to appropriate services, training of Mentors, follow up communication for long term intervention and systems change. Adhering to any report submissions and documentation requested from the state. CEO will participate in quarterly Leadership Team Meetings.

- **Additional roles and responsibilities**

The following is a list of additional roles and responsibilities by ESTS staff: Job Development, Identifying and removing potential barriers to employment/education, Academic assessment and linkages to HS diploma/GED, Connection to post-secondary or advanced training, Career Plan Development - coordinated with Career Scope, Family engagement/enrichment and training planning and implementation, Develop linkages to community resources, Managing mentors and mentor relationships including recruitment, training and follow up.