

## 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  
Pleasant Ridge Presbyterian Church (PRPC) is providing a Site Supervisor/Program Director at the church. She works part time, we have allocated her time (11%) based on FTE.
- Personnel contribution  
PRPC will provide the site supervisor and additional volunteer help with meals and site-related supervision
- Monetary contribution  
n/a
- Shared responsibilities  
All partners will help with the recruitment of Mentors
- Additional roles and responsibilities

PRPC is providing the site for the program and will contract for the dinners served to mentors and students.

### 2. School district partner:

- Time contribution

Cincinnati Public Schools: In-kind contributions of facility space will be provided by the partner school. Any additional in-kind contributions require approval of the partner school and district.

- Personnel contribution  
The school principal will serve as the primary on-site contact. Teachers will participate, as needed, to help with the identification of students and/or help resolve academic needs as they arise. School Resource Coordinators will participate as needed.
- Monetary contribution  
n/a
- Shared responsibilities  
The district and partner school commit to supporting the implementation of the mentor program and its desired goals for the school's students.
- Additional roles and responsibilities

The partner school agrees to support implementation of the program by helping identify students for participation, sharing program information with students and families, providing facility space to house the program as needed, help with academic and/or behavioral needs as they arise, and provide data as it pertains to the required program evaluation. Should the partner receive a Community Connectors grant, the partner will sign a formal Memorandum of Understanding with the district.

### 3. Business partner:

- Time contribution

Flipside Products employees will host field trips at their facility and will send employees to the mentoring sessions for special programs about career options. Employees who mentor will be permitted to do so during work hours.

- Personnel contribution

Flipside Product's Marketing director will serve on the leadership team, will help identify appropriate education products to donate. Flipside's President will also help with career option trainings. Some employees may also serve as Mentors.

- Monetary contribution

The President of Flipside is making a personal contribution to the project of \$2,500.

- Shared responsibilities

All partners will help with the recruitment of Mentors.

- Additional roles and responsibilities

Flipside is donating \$2,500 of products in addition to the President's contribution.

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

- Jewish Family Service

- Time contribution

Jewish Family Service will serve as the Community Non-Profit and is a religiously-affiliated organization. Their time for year 1 is .9 FTE for staff and approximately 208 hours for their contracted facilitator. (please see budget for years 2 & 3)

- Personnel contribution

The following staff will be involved in the Connect for Success Mentoring Program: Grant Administrator/Program Oversight, Program Manager, Match Support Specialist/Facilitator Program Coordinator/Facilitator and a contracted Group Facilitator.

- Monetary contribution

n/a

- Shared responsibilities

All Partners will help with the recruitment of Mentors.

- Additional roles and responsibilities

The full list of responsibilities/activities that JFS Bigs & Littles will provide is in question 5 on the application