

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
.01 FTE will be spent supporting Success Mentors.
- Personnel contribution

The Local Outreach Pastor (also Executive Pastor) of Cedar Creek Church, Ed McCauley, will participate on the Success Mentors Leadership Team and support mentor recruitment efforts.

- Monetary contribution

Cedar Creek Church is contributing in kind resources of time for recruitment and promotional materials. This includes marketing and design support, videography, print work, and multi-media presentations. The hours involved with this additional marketing support will be considered in the match for Success Mentors.

- Shared responsibilities

Pastor McCauley will support the mentor recruitment and retention efforts of Success Mentors, as well as promotion of the program to the community at large to provide further resources and connections. Pastor McCauley also will serve on the Success Mentors Leadership Team.

- Additional roles and responsibilities

Pastor McCauley will be the lead contact regarding Cedar Creek Church's in kind contribution of marketing and promotional materials to support program recruitment and retention.

2. School district partner:

- Time contribution
.01FTE or approximately 30 minutes weekly will be spent supporting Success Mentors.
- Personnel contribution

Gayle Lake, Community Liaison Director of Programs and Enrichment Activities at Toledo Public Schools will support Success Mentors.

- Monetary contribution

Toledo Public Schools will contribute in kind personnel costs, as well as space and access to other resources available through the District.

- Shared responsibilities

Ms. Lake will support mentor recruitment and retention efforts of Success Mentors, as well as promotion of the program within and among other community partners of the District. Ms. Lake also will serve on the Success Mentors Leadership Team.

- Additional roles and responsibilities

Ms. Lake will support planning for the strategic implementation of Success Mentors based on her previous experience in expanded learning programs and knowledge of the priorities of the District.

3. Business partner:

- Time contribution

.01 FTE or 1 hour each week will be spent supporting Success Mentors.

- Personnel contribution

Gaye Martin, System Manager for ProMedica Mission Services, will participate on the Success Mentors Leadership Team and support mentor recruitment efforts.

- Monetary contribution

ProMedica will provide in kind contributions of time towards mentor recruitment and retention efforts, as well as strategic linkages to other community resources.

- Shared responsibilities

Ms. Martin will support mentor recruitment and retention efforts of Success Mentors, as well as promotion of the program within and among other community partners of the ProMedica Health System. Ms. Martin also will serve on the Success Mentors Leadership Team.

- Additional roles and responsibilities

Ms. Martin will support mentor recruitment within the 17,000 employees of the ProMedica Health System and also provide ongoing potential resources for additional college and career exposure opportunities.

4. Community nonprofit (if applicable):

Partners In Education

- Time contribution

As the lead fiscal agent, Partners In Education will contribute a total of 1.1 FTE split over three full-time, permanent staff members. Additionally, Partners In Education will hire six part-time staff members at approximately .2 FTE each.

- Personnel contribution

Partners In Education's Executive Director (.05 FTE), Program Director (.7 FTE), and Program Manager (.35 FTE) all will support mission fulfillment for Success Mentors. Additionally, Partners In Education will hire six part-time staff at approximately .2 FTE each.

- Monetary contribution

Partners In Education will serve as the fiscal agent, thus will contribute significantly towards the administrative oversight of Success Mentors. Additionally, all in kind and cash contributions will be requested by Partners In Education team members to support sustainability.

- Shared responsibilities

All Partners In Education team members will support mentor recruitment and retention efforts of Success Mentors, as well as promotion of the program within and among other community partners. Partners In Education also will lead the Success Mentors Leadership Team.

- Additional roles and responsibilities

Partners In Education will serve as the fiscal agent and will ensure good stewardship of all public and private investments, as well as the sustainability of all programs. Partners In Education also will be responsible for recruiting, hiring, training, and supporting all staff and recruiting, enrolling, training, and supporting all volunteers and mentees. School and community partnerships will be spearheaded by Partners In Education staff, as well as liaising with parents and other stakeholders. Ultimately, Partners In Education will be responsible for the attainment of all goals and objectives of Success Mentors.