

## 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. Community nonprofit (Lead Organization): Regional STEM Collaborative

- Time contribution
  - .14 FTE
  - 1 PTE
- Personnel contribution
  - 1 Principal Investigator, 25%
  - 1 Intern for program management
- Monetary contribution
  - \$6,000 cash match
  - In-Kind unavailable as the organization is state funded
- Shared responsibilities
  - Assist in curriculum development to ensure STEM emphasis is consistent
  - Recruit volunteers and youth to be mentors and mentees
  - Lead in the planning Launch Pad Sessions
  - Coordinate program management of all elements
- Additional roles and responsibilities

### 2. Faith-based organization: Omega Community Development Corporation (OCDC) and Omega Baptist Church

- Time contribution
  - 1 Program Director, Freedom Schools
  - 1 Program Coordinator, Freedom Schools
  - 7 Servant Leader Interns, Freedom Schools
  - 1 Program Lead, Restorative Passage
  - 1 Program Coordinator, Restorative Passage
  - 2 Program Assistants (Part-time Positions), Restorative Passage
- Personnel contribution
  - 13 FTE
- Monetary contribution
  - \$135,000
- Shared responsibilities

- Recruit volunteers and youth to be mentors and mentees
- Assist in planning Launch Pad Sessions
- Assist in encouraging other mentoring programs to participate in Passport system, STEM activities by individual mentoring matches, and Launch Pad activities.
- Additional roles and responsibilities

### 3. School district partner:

- Time contribution
  - .1 FTE
- Personnel contribution
  - 1
- Monetary contribution
  - N/A
- Shared responsibilities
  - Assist in identifying students to participate as mentees in various programs offered through the Passport to the Future mentoring program
- Additional roles and responsibilities
  - N/A

### 4. Business partner: CDO Technologies

- Time contribution
  - .1 FTE
- Personnel contribution
  - 1 Program advisor
- Monetary contribution
  - N/A
- Shared responsibilities
  - Provide guidance and strategy development in the program development process
  - Provide support for mentoring recruitment
  - Assist with Launch Pad and Passport event planning and oversight
- Additional roles and responsibilities

### 5. Community nonprofit (if applicable): Big Sisters of the Greater Miami Valley (BBBS)

- Time contribution
  - 2.15 FTE's
- Personnel contribution
  - 1 Recruitment and Enrollment staff person
  - 1 Match Support staff person
  - .15 Evaluation staff person
- Monetary contribution
  - \$22,500 in-kind
- Shared responsibilities
  - Recruit volunteers and youth to be mentors and mentees
  - Assist in planning Launch Pad Sessions
  - Assist in encouraging other mentoring programs to participate in Passport system, STEM activities by individual mentoring matches, and Launch Pad activities.
- Additional roles and responsibilities
  - Enhance BBBS mentoring model for Middle- and High-School students to have increased career development and STEM focus
  - Work to get a large participation of BBBS mentoring matches in Passport system, STEM activities by individual mentoring matches, and Launch Pad activities.

## 6. Community nonprofit (if applicable): El Puente

- Time contribution
  - 3 PTE's
- Personnel contribution
  - 1 Tutor/Mentor Coordinator, School Liaison, Operations staff person
  - 1 Recruitment, enrollment, operations staff person
  - 1 Evaluation system, match support staff person
- Monetary contribution
  - \$18,750 in-kind
- Shared responsibilities
  - Recruit volunteers and youth to be mentors and mentees
  - Encourage and enable the youths participation in the Passport to the Future signature program
  - Host out-of-cycle Launch Pad Sessions to support the youth in achieving his/her 15 session signature goals
  - Facilitate, assist, and support the execution of Launch Pad Sessions
  - Assist in encouraging other mentoring programs to participate in Passport system, STEM activities, and Launch Pad activities.
- Additional roles and responsibilities
  - Recruit bilingual mentors to ensure support for diverse participants

- Have, in support of Launch Pad Sessions, industry professionals speak regularly to encourage and strengthen the youth's belief in a positive future
- Market and advertise (in Spanish and English) when and where a Launch Pad Session is occurring
- Work to get participants in the Passport system, conduct STEM, and Launch Pad activities
- Enhance El Puente's mentoring model for Middle- and High-School students to have increased career development and inspire them to pursue STEM careers