

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

Recruit adult mentors (up to 20 a year for three years), help distribution application and information on selection process, adult mentors will meet with mentees parents early in the fall, mentors will meet with mentee at least twice a month, mentors will submit a monthly report on mentee's performance, staff will attend monthly project leadership team meetings, provide insight into needs of faith based mentors for professional development purposes

- Personnel contribution

Up to 60 adult United Methodist Church mentors over three years, and up to 2 staff members on project leadership team. Furthermore, 2 staff members will provide clerical support for marking and project implementation

- Monetary contribution

Up to \$500 for copies, marketing, and publication materials over three years.

- Shared responsibilities

Communication mentors, assist in the marketing and application process, membership on Project Leadership Team

- Additional roles and responsibilities

2. School district partner:

- Time contribution

Recruiting and selecting at-risk 10th grade students from two tracked teacher's classrooms (one in English Language Arts and one in U.S. History) in Year 1, 2, and 3. In early fall, provide space and access for 10th graders and their parents to learn about this project. In year 2, retain two 10th grade teachers and recruit/select their at-risk 10th grade students, and add two teachers (one from English Language Arts and one in U.S. History) to monitor mentee's performance and work with mentor. In year three, retain two 10th and 11th grade teachers and recruit/select their students, and add two 12th grade teachers (one from English Language Arts and one in U.S. History) to monitor mentee's performance and work with mentor. Contributions also include provide access, entrance, and dedicated space to mentors in school, providing planning time to coordinate goal setting/attainment units, provide teachers time to communicate with

mentors, installing and managing access to purchased technology for project, and permit up to six teachers to attend Project Leadership Meetings

- Personnel contribution

In 2015-16: Two 10th grade teachers (one in English Language Arts and one in Social Studies), and administrative support in maintaining mentoring space, materials, and placements. In 2016-17: Two 10th grade teachers, two 11th grade teaches (all in English Language Arts and one in Social Studies), and administrative support in maintaining mentoring space, materials, and placements. In 2017-18: Two 10th grade teachers, two 11th grade teaches, and two 12th grade teachers (all in English Language Arts and one in Social Studies), and administrative support in maintaining mentoring space, materials, and placements

- Monetary contribution

State funds allocated to PK-12 partners cannot be used.

- Shared responsibilities

Placement of university mentors; Communication to mentees and their parents; Help in the collection of data (mentee scorecard, mentor mileage reimbursement form, etc.; Project Leadership Team Membership.

- Additional roles and responsibilities

3. Business partner:

- Time contribution

Part of salary associated with guest speakers (area business leaders) for mentor summer training workshop, part of salary associated with helping to develop instructional plans and materials for on goal setting/attainment, personal finance, and career exploration, contribution of time associated with facilitating workshops and professional developments.

- Personnel contribution

Percentage of salary and benefits of effort/time of two staff.

- Monetary contribution

NA

- Shared responsibilities

Training of mentors; Coordinating professional development and on campus events; Project Leadership Team Membership

- Additional roles and responsibilities

Costs associated with printing and technology support

4. Community nonprofit (if applicable):

The University of Akron's College of Education

- Time contribution

Recruiting and communications with university mentors, professional oversight of university mentors, faculty time on-site for supervision and instruction, program evaluation and materials,

faculty attending monthly project leadership meetings, time necessary to process discounted graduate credit materials for qualified adult UMC mentors, time necessary to manage, organize, and retrieve project data and financials, time necessary to review and process mentee mileage, time associated with processing all financials and overseeing implementation of budget.

- Personnel contribution
- Effort of two full-time faculty (Dr. Brad Maguth & Dr. Kristin Koskey)
- Monetary contribution

Transportation costs for two buses once a semester to/from campus (\$1,000); Discounted graduate credit to qualified faith based mentees (60x \$150 for \$9,000. Total possible commitment: \$10k

- Shared responsibilities
Placement, preparation, and communication with/of university mentors; Preparation and communication with on-site university faculty, university mentors; Helping to coordinate professional development and on campus events, faculty serving on Project Leadership Team
- Additional roles and responsibilities

5. Community nonprofit: Summit Education Initiative

Time contribution

Time and effort associated with program evaluation. This includes collecting, monitoring, analyzing, and reporting out on data. In particular, tracking the overall impact and reach of the treatment (mentorship) in youth meeting their college and career goals. Outside of time associated with planning, collecting, reviewing, and reporting out on data, one organizational leader will be invited to serve on the Project Leadership Team- which meets monthly.

Shared responsibilities

Plan and organization program evaluation working with Dr. Kristin Koskey at The University of Akron. Recommend in concert and collaboration with Leadership Team, recommendations for program improvement and better delivery of services.