



## 2011 MINI-GRANT APPLICATION GUIDELINES

Mentor Michigan is awarding mini-grants to Michigan mentoring organizations to host match activities that promote college access. The match activity needs to take place in May or June 2011. These funds were made possible by the ticket sale of the "Mentoring Night at the Palace" Detroit Pistons game on January 22, 2011. The Detroit Pistons donated \$5 for every ticket that was sold.

**All proposed activities must occur during May or June 2011.**

### **GRANT AMOUNTS**

Grants from \$100 - \$500 are available.

### **PURPOSE**

To host structured match activities that promote college access and encourage mentees to think about post-secondary education. Some examples of a match activity could include: a college visit or tour, a campus scavenger hunt, or a past mentee to serve as a guest speaker to talk about their college experience to current mentees.

### **ELIGIBLE APPLICANTS**

All mentoring organizations registered with Mentor Michigan that complete the Wave VIII Census are eligible. Grant recipients must have a representative available to attend the Detroit Pistons game on April 6<sup>th</sup> or 8<sup>th</sup> for on-court recognition.

### **APPLICATION**

Complete the Application and Budget Worksheet in the format requested. Applications will be accepted by mail, email, or fax. *(See attached Application and Budget Worksheet)*

### **APPLICATION DEADLINE**

Wednesday, March 30, 2011 by 5:00 p.m.

### **REPORTING REQUIREMENTS**

Grant recipients must provide Mentor Michigan with a completed Final Report by July 1, 2011. *(See attached Final Report)*

### **SELECTION PRIORITIES**

Priority will be given to:

- Applicants that completed the Mentor Michigan Wave VIII Census
- New or innovative match activity
- Match activity that falls within the guidelines

### **NOTIFICATION**

All applicants will be notified electronically by Friday, April 1, 2011.

## QUESTIONS?

Kathie Vasilion Robinson • Phone: (517) 373-4200 • Email: [robinsonk13@michigan.gov](mailto:robinsonk13@michigan.gov)

# MINI-GRANT APPLICATION

Due by 5:00 p.m. on Wednesday, March 30, 2011

Applicant: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Programs  
Involved with  
Match Activity: \_\_\_\_\_

\_\_\_\_\_

**Please note:** Checks will only be made payable to the organization, not an individual contact person. Make check payable to: \_\_\_\_\_

My program is registered with the Mentor Michigan Directory/Volunteer Referral System

Yes       No

My program completed the Mentor Michigan Wave VIII Census       Yes       No



## 1. Project Description

Provide an overview of the proposed match activity including an agenda, location, date, and time.

## 2. Expected Attendance

Please list the number of and describe the matches that will participate.

4. **Community Partners and/or Collaborations**

List all community partners and/or collaborations that will be assisting with this match activity (including people, organizations, businesses, etc.)

5. **Match Activity History**

If your organization has hosted this match activity in the past, please describe the history of the activity.

6. **Budget and Budget Narrative**

Please complete the attached Budget Worksheet including any matching funds or in-kind donations. For the Budget Narrative, please list the other source(s) of match funds or in-kind donations to support the match activity.

7. **Additional Information**

Please provide us with any additional information relevant to your match activity.

**PLEASE SUBMIT APPLICATION TO:**

Kathie Vasilion Robinson

Mentor Michigan

1048 Pierpont, Suite 4

Lansing, Michigan 48913

Phone: (517) 373-4200

Fax: (517) 373-4977

[robinsonk13@michigan.gov](mailto:robinsonk13@michigan.gov)





## MINI-GRANT FINAL REPORT DUE BY JULY 1, 2011

Applicant: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Programs  
Involved with  
Event or Activity: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please provide the following:

- Brief overview of the match activity.
- Total number of match activity attendees. (Please include number of mentors and mentees)
- Please provide documentation of your match activity. This could include photos, media, receipts, thank you notes, etc.
- "Great Stories," quotes, or other qualitative information about the match activity.

*\*Please include pictures of your match activity that can be used for recruitment or recognition of mentors. Please secure proper permission for sharing the photos. Mentor Michigan may use these photos publicly.*

### PLEASE SUBMIT FINAL REPORT TO:

Kathie Vasilion Robinson  
Mentor Michigan  
1048 Pierpont, Suite 4  
Lansing, Michigan 48913  
Phone: (517) 373-4200  
Fax: (517) 373-4977

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