



Mentor Michigan College Coaching Corps 2010-2011 Request for Application – Mentoring-Focused Members

Mentor Michigan College Coaching Corps Program Overview:

The Mentor Michigan College Coaching Corps is a joint effort between Michigan Campus Compact and Mentor Michigan. Pending funding, this program will enroll and place up to 50 full-time AmeriCorps members across Michigan who will build the capacity of mentoring programs to establish one-to-one, small group, or peer-mentoring matches and improve the quality of the mentoring programs they serve. During the 2010-2011 program year, each member will play a significant role in at least 50 new matches (on average) through activities such as mentor recruitment and training and match support. As a result, additional low-income, at-risk, or underserved youth, ages 5-19, will be served through mentoring relationships.

This program will also place additional members on college campuses to support college access and college success. As part of their service, these members will serve in “train the trainer” roles for members placed in mentoring organizations by providing information, resources, and training related to access to and success in postsecondary education. This resource sharing will provide additional activities for matches and will help mentees work toward a more successful future, thus strengthening youth mentoring statewide.

The target mentee population is youth ages 5-19 having one or more of the following risk factors: live in a single-parent household, at risk for dropping out of school, prior involvement with the juvenile justice system, low-income status, and/or live on their own or are in foster care. The target organizations for the project are predominately found in urban, rural, high-risk, and/or low-income communities. According to the Mentor Michigan Census, more than 3,500 of these youth are currently on waiting lists with existing mentoring organizations.

Beginning in the 2010-11 program year, AmeriCorps supported mentoring programs will need to include an emphasis on access to postsecondary education that will provide additional resources to support matches and further increase the benefits of mentoring. Members will be trained to disseminate age-appropriate resources to matches that promote high school completion and postsecondary education, such as featuring college positive match activities in newsletters to mentors.

Mentoring relationships will be developed through school-based and community-based programming. Mentoring relationships must last a minimum of 8 months in school-based settings and 11 months in community-based settings. As a result, these young people will develop a relationship with a caring adult or older teen that provides support, friendship, and a positive role model. Throughout the year, matches will participate in a variety of social, education, and college positive activities designed to meet the needs of the mentees and mentors.

What is Mentor Michigan?

One hour a week can make a big difference in a young person's future. Mentor Michigan supports nearly 250 organizations around the state that are changing lives by matching mentors with young people. Mentor Michigan provides those organizations with training and research. It fosters partnerships with businesses, faith-based and nonprofit organizations, schools, colleges and universities, and state and local government to support mentoring. Mentor Michigan also builds public awareness about the importance of and the need for mentors by urging caring adults to "pass it on," because sharing a little of yourself with a young person can reward both of you with lifelong benefits.

What is Michigan Campus Compact?

Michigan Campus Compact (MCC) is a coalition of 42 college and university presidents who are committed to providing community service, service-learning and civic engagement to college students as part of their college experience. MCC works with these presidents and their campuses to integrate service with academic and co-curricular studies as well as encouraging reciprocal relationships between higher education institutions and the community. MCC is the only organization bringing together public and private higher education institutions in Michigan and the only organization solely committed to the civic purposes of higher education.

What is AmeriCorps?

AmeriCorps is a network of local, state, and national service programs that connects more than 70,000 Americans each year in intensive service to meet our country's critical needs in education, public safety, health, and the environment. AmeriCorps members serve with more than 2,000 nonprofits, public agencies, and faith-based and community organizations. Since 1994, more than 400,000 men and women have provided needed assistance to millions of Americans across the nation through their AmeriCorps service.

AmeriCorps opens the door for citizens to serve in a variety of ways. Through their service and the volunteers they mobilize, AmeriCorps members address critical needs in communities throughout America. Full-time members receive an annual living stipend of approximately \$11,800 and health care coverage. Full-time members who complete their service earn a Segal AmeriCorps Education Award of approximately \$5,350 to pay for college, graduate school, or to pay back qualified student loans.

Program Duration:

Pending funding, there will be up to 50 member slots for mentoring-focused members in the 2010-2011 program year. The start dates will be October 4 and October 18, 2010. All members are expected to complete a minimum of 1700 service hours. The match rate for these members will be \$4,500. Participating organizations must budget an additional \$500 for member travel expenses. Applications from interested organizations are due by Tuesday, **June 1, 2010**. Those selected to host a member(s) will be notified no later than Monday, June 28, 2010.

Member Roles:

AmeriCorps members will assist with the organization or expansion, operation and evaluation of the youth mentoring programs they serve. Members must focus 50 to 70 percent of their time on direct service to youth and mentors in one or more of the following areas:

- Mentor recruitment, selection, screening, and matching;
- Mentor orientation/training, support, recognition, and retention;
- Match monitoring and support; and,

- Providing resources for match activities, with a special emphasis on age-appropriate college access activities.
- On average, each member is expected to play a significant role in the creation of at least 50 new matches by implementing one or more of the four activities above.

Members may spend 20 to 40 percent of their time on capacity building efforts, including the following:

- Building community partnerships, with a special emphasis on partnering with members who are placed in institutions of higher education;
- Awareness building; and,
- Tracking and collecting data for program reports.

No more than 20 percent of a member’s service time may be used for training as a part of overall member development. Mandatory training sessions and service projects will be coordinated at the statewide level, including a two-day member training, Mentor Michigan Conference, Michigan’s AmeriCorps Member Celebration, and Signature Service Project.

Up to 10 percent of a member’s time may be spent on developing resources to support the member’s particular project, such as assisting in grant development and fund-raising activities. However, members may only assist in fund development for supplies and activities; money raised with the assistance of members cannot be used for operational costs of the host site or to pay the AmeriCorps match. Combined, these activities will ensure that AmeriCorps members are “getting things done” in Michigan youth mentoring programs.

Important Note: The following are federal restrictions on the use of AmeriCorps positions in organizations:

- AmeriCorps members are not permitted to engage in any political or lobbying activities, including voter registration drives.
- AmeriCorps members are not permitted to receive additional compensation for work performed for the host organization.
- AmeriCorps members are not permitted to proselytize or engage in related activities.
- AmeriCorps members cannot be enlisted to replace the services of paid staff within an organization. This includes providing administrative support for on-going organizational operations.

Host sites will be responsible for member recruitment and selection. Training on the national recruitment website will be offered to host sites if needed. It is recommended that host sites exercise caution when selecting members who have other full-time commitments, such as school or employment. Although national service is not a “job,” it does require a full-time commitment. Additionally, organizations are fully responsible for the AmeriCorps match in the event service terminates early. The Program Director will be available to provide support during the recruitment and selection process, and all selected members must be approved by the Program Director.

Organizations eligible to apply to host AmeriCorps members:

Educational institutions (local school districts, intermediate school districts, colleges and universities, etc.), local government entities, state agencies, and nonprofit organizations that have 501(c)3 status are eligible to apply for a Mentor Michigan College Coaching Corps member. Organizations requesting a member must be registered in the Mentor Michigan Directory and working toward meeting Mentor Michigan’s Quality Program Standards for Youth Mentoring.

Match Requirement:

Organizations selected to participate will be required to provide a \$4,500 cash match for each member placed within the organization. Participants will be invoiced for the full amount of the cash match which will be payable to Michigan Nonprofit Association. The match will be due in full prior to the member's start date. Participating organizations must also budget an additional \$500 to cover applicable member travel expenses.

Host Site Selection

Host site selection is competitive, based on demonstrated need, alignment with program goals and organizational commitment to host an AmeriCorps member. Organizational and geographical diversity will be considered in host site selection. Applications from new and existing mentoring programs will be considered. Preference will be given to programs that have been in existence for at least two years and/or have previous experience hosting AmeriCorps members.

Benefits to Host Organization:

- At least one full-time AmeriCorps member (minimum of 1700 hours of service). The member will receive an annual living allowance of approximately \$11,800 and health care coverage.
- Training for AmeriCorps members and Site Supervisors.
- The opportunity to increase your organizational capacity to address local needs.
- The opportunity to increase or improve work with at-risk youth in your community through mentoring.
- The opportunity to enhance the benefits of mentoring by providing age-appropriate college access activities and resources to matches.
- Enhanced partnerships with others involved in youth mentoring.
- Enhanced partnerships with institutions of higher education.
- Ongoing technical support from Mentor Michigan and Michigan Campus Compact.
- The opportunity to participate in a state-wide mentoring initiative addressing critical community issues.

Requirements of Host Organization:

- Focus on youth mentoring that matches youth ages 5-19 with adults or older youth in one-to-one or small group mentoring relationships.
- Provide the required cash match per member placed in the organization. The match rate to host one AmeriCorps member is \$4,500. An additional \$500 must be budgeted by the organization for member travel expenses.
- Participation by Site Supervisor in a mandatory training session.
 - Site Supervisors who hosted a member in program year 2009-2010 will be required to participate in one of two mandatory webinars orienting them to the program and sharing recruiting requirements. Webinars will be offered on July 13 and July 22, 2010 from 1:00 – 2:00 pm.
 - Site Supervisors who did not host a member in program year 2009-2010 will be required to participate in an in-person training. Date and location TBD.
- Register your program in the Mentor Michigan Directory.
- Participate in the 2010 Mentor Michigan Census.
- Sign and submit a Host Site Contract.
- Identify and select an AmeriCorps member(s) to start his/her year of service on October 4 and/or October 18, 2010. This includes utilizing the MMCCC AmeriCorps position description

as well as developing responsibilities unique to your organization; recruiting, selecting and orienting the member(s); and, completing the required member paperwork by identified deadlines.

- Provide regular on-site supervision of the AmeriCorps member(s) placed in the organization. Ideally, this will occur for an hour each week.
- Verify member time sheets on a bi-weekly basis by the required deadline.
- Provide support to complete the goals and objectives as defined by the program.
- Participation in additional webinars for Site Supervisors that will be scheduled by the Program Director.
- Support member(s) in meeting his/her mandatory training requirements. This includes participation in an initial two-day training, monthly webinars that will be offered by the program at no cost, and a one-day, in-person training during the term of service.
- Encourage member participation in additional regional and/or state-wide events and trainings, such as Member Celebration and Signature Service Project.
- Provide AmeriCorps member(s) with assistance in finding local low-cost housing (if necessary).
- Provide the AmeriCorps member(s) with access to records, curricula, and other program-related materials as appropriate.
- Provide support for telephone, mailings, printing, and supplies related to local programming efforts.
- Provide adequate office space, computer, internet and e-mail access, and technical support for the AmeriCorps member(s), and other support as necessary.
- Ensure AmeriCorps member(s) complete and submit monthly reports according to the program schedule. Site supervisors will be expected to review these reports for accuracy and completeness prior to submission.
- Participate in the annual Mentor Michigan Census.
- Model a positive attitude about AmeriCorps and the requirements of the program.
- Communicate with the Program Director about program activities and any issues or concerns related to or impacting the AmeriCorps member.

Application Deadline:

Applications from interested organizations are due **Tuesday, June 1, 2010**. Those selected to receive a member(s) will be notified no later than Monday, June 28, 2010.

Important Dates:

May 21, 2010 (11am – 12pm)	Informational webinar on the MMCCC and RFA
May 26, 2010 (2pm – 3pm)	Informational webinar on the MMCCC and RFA
June 1, 2010	Application Deadline
June 28, 2010	Notification of Selection
July 13, 2010 (1 – 2pm)	Site Supervisor orientation webinar (option 1)
July 22, 2010 (1 – 2pm)	Site Supervisor orientation webinar (option 2)
TBD	Member enrollment paperwork due to Mentor Michigan
October 4, 2010	First start date for AmeriCorps members to begin service
October 18, 2010	Second start date for AmeriCorps members to begin service
October 25-26 2010	Member Training
November 17, 2010	Mentor Michigan Conference
November 18, 2010	Michigan's AmeriCorps Member Celebration
May, 2011 (TBD)	Michigan's AmeriCorps Signature Service Project

If you have any questions about this program, please contact Ben Gulker at (517) 241-2716 or gulkerb@michigan.gov.