

### **INTRODUCTION**

iMentor is pleased to announce an exciting opportunity for potential iMentor Interactive (iMi) member organizations. Through the Office of Juvenile Justice and Delinquency Prevention, iMentor has received funding to provide financial support to organizations that may not otherwise be able to afford iMi's user fees. The purpose of the grant is to help improve graduation rates through mentoring by providing technical assistance to small and medium-sized nonprofit organizations serving high-school students. Grant recipients will receive up to \$6,000 in funding for iMi user fees (approximately 200 mentor/mentee users) for one (1) year, with the potential for grants to be renewed for up to three (3) years.

This RFP represents iMentor's ongoing commitment to providing organizations with the tools they need to run effective mentoring programs and to continue efforts to close the youth mentoring gap in this country.

### **GRANT AWARD**

Grant recipients will be eligible to receive:

- ✓ User fees for up to 200 mentor/mentee program participants, valued at up to \$6,000

Grant recipients will be responsible for:

- ✓ \$1,500 organization contribution (start-up costs)

*NOTE:* If grant recipient will have fewer than 60 users, reduced organization contribution will apply.

### **REQUIREMENTS**

I. **Attend an iMentor Interactive Demonstration (live or remote).**

iMentor staff will provide a demonstration on iMentor Interactive, including the features of the online mentoring platform and the technical assistance provided. RSVP to an online demo or a live demo taking place in your area. *(Note: if you have already participated in a demo, please indicate the iMentor staff member and date of the demo on your application.)* Dates for the available demos are attached.

II. **Complete Cover Page**

Complete the provided cover page to submit with the proposal.

III. **Program Narrative**

Provide a narrative of no more than 3 pages, detailing the following:

- a. Description of organization mission and programs
- b. Description of population served (number of participants, age-group, demographics, volunteers)
- c. How iMentor Interactive will be used to enhance programming
- d. Staffing structure that will be used to support current programming and new iMentor Interactive component
- e. Any changes or adjustments that will need to be made to current model to incorporate iMentor Interactive in programming; how these changes will be approached
- f. Indicate in your proposal if you would be interested in or require consulting services related to program implementation. If your organization requires additional consulting to fulfill mentor training or screening requirements, iMentor can provide such services as part of this award.

**IV. Submit IRS 990 as Attachment**

Eligible applicants must have an operating budget of \$2M or less.

**SELECTION CRITERIA**

Grants will be awarded based on the strength of an organization's current programming and staffing structure. Organizations able to demonstrate capacity to support the ongoing management of a new or enhanced mentoring component using iMentor Interactive will be given the strongest consideration. The following criteria also will be taken into consideration:

- ✓ Serving high-school students
- ✓ Programming includes academic and/or career support (at least as a component)
- ✓ Designated staff that can allocate a pre-determined amount of time to managing the mentoring program
- ✓ Providing mentors with training
- ✓ Appropriately and sufficiently screening volunteer mentors
- ✓ Opportunities for both online communication and in-person meetings between mentors and mentees

Organizations with operating budgets exceeding \$2M will not be eligible to apply. All grants will be awarded based on the sole discretion of iMentor.

**TIMELINE & PROCESS**

Applications will be accepted **February 1, 2009 through April 30, 2009**. Grants will be awarded on a rolling basis.

iMentor Interactive staff will provide grant recipients with training and implementation support after the award is made.

### **SUBMISSION INSTRUCTIONS**

Please submit your cover page, proposal, and attachments as Word or Adobe documents. Email all documents to Dana Saxon, iMi Director of Partnerships: [dana@imentor.org](mailto:dana@imentor.org).

### **POST-AWARD REPORTING REQUIREMENTS**

Grant recipients will be responsible for mid-year and end of year progress reporting to iMentor. All progress reports will be submitted through iMi. Evaluation data will include the following:

- ✓ Participation rates
- ✓ Student academic achievement
- ✓ Student career goals
- ✓ College enrollment statistics
- ✓ Student and volunteer satisfaction

### **QUESTIONS?**

For questions related to this RFP, please email Dana Saxon: [dana@imentor.org](mailto:dana@imentor.org).

For more information about iMentor Interactive, please contact Lauren Andrews, iMi Partnership Manager: [lauren@imentor.org](mailto:lauren@imentor.org).