



Vermont Mentors!

Matching Funds for Net New Mentoring Matches!

2011 Grant Guidelines

Deadline: 5:00 p.m., October 8, 2010

Vermont Mentors! is a creative partnership of the Vermont Agency of Human Services, the Permanent Fund for the Well-Being of Vermont Children, and the Vermont Mentoring Funders Collaborative that is made possible by the commitment of Governor Douglas and the Legislature to mentoring. *Vermont Mentors!* is a grantmaking initiative designed to support the development of **net new matches** within **existing** Vermont mentoring programs. The grant period commences on January 1, 2011 and ends on December 31, 2011.

These guidelines, the required application cover sheet, reporting requirements, and The Permanent Fund's *Core Standards* are all available online at www.permanentfund.org. The standards are based on the National Mentoring Partnership's *Elements of Effective Practice* and are the minimal standards required for funding; they do not replace the research-based elements of effective practices to which all programs should aspire.

Vermont Mentors! 2011 Seeks to Fund New Matches

- ✓ **In existing Vermont mentoring programs** that support long-term, one-to-one, adult-to-child mentoring matches (college students are considered adults).
- ✓ **That are net new mentoring matches.** *Vermont Mentors!* funds mentoring programs that commit to grow their *total* number of matches.
 - To be clear, "net new matches" means the increase in matches beyond the number of matches you had last year. For instance, if you had 20 matches last year, and you have 25 this year, then you have 5 net new matches. Even if you lost 4 matches, and therefore had to recruit 9 mentors to attain 25 total matches, your net new total is still 5.
 - 2010 VM! grantees are eligible to apply and must commit to net new matches in addition to the matches recruited through the 2010 grant.
- ✓ **In mentoring programs committed to quality and safety** by meeting the *Core Standards* and aiming toward implementing the National Mentoring Partnership's *Elements of Effective Practice*.
- ✓ **In sustainable mentoring programs.** We are invested in your financial sustainability and know that diverse revenue sources and fundraising are key components. We ask that you commit to raising 50 cents in private, non-government **matching funds** for every dollar provided through *Vermont Mentors!*

Criteria for Determining Grant Awards

To ensure grant funds address the priorities of *Vermont Mentors!* in as sustainable a manner as possible, requests will be accepted in an amount **up to twenty percent (20%) of your total mentoring budget**. For clarification, to determine the amount equal to 20% of your budget, use your most recent budget for which you have bona fide data: revenue based on actual income received (not projected). Since we anticipate the number of requests from qualified applicants to exceed the amount of funds available, the following criteria will be considered in determining awards.

- ✓ The sustainability of your mentoring program: the diversity of revenue sources and overall financial stability of your program.
- ✓ The quality of program practices: alignment with the *Core Standards*.
- ✓ Past *Vermont Mentors!* funding and outcomes achieved.
- ✓ Plans and capacity for growth (e.g. staff-to-match ratio, etc.), including your proposed net new match goal.
- ✓ Mentor and mentee retention rates.



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Additionally, past and current VM! grantees may be asked to participate in a statewide evaluation which is the process of being planned with the input of mentoring programs.

To Apply

In order to receive a *Vermont Mentors!* grant, your program information must be updated and placed on the Vermont Mentoring Partnerships' website: www.vtmentoring.org. To do this, contact Jenny at Mobius: 802-658-1888 or jenny@mobiusmentors.org.

Please submit an electronic copy of:

1. The **APPLICATION COVER SHEET** (attached)
2. **BUDGET INFORMATION**
 - ✓ A copy of your last year's financial statement for your *entire* mentoring program (with *actual* revenue and expenditures)
 - ✓ A copy of this year's projected budget for your *entire* mentoring program. Please identify revenue that is pending and revenue that is confirmed.
 - ✓ Both budgets should include expenses and all sources of revenue
3. A 1-2 page **COVER LETTER**. Please discuss how you plan to:
 - ✓ Use *Vermont Mentors!* grant funds to strengthen your mentoring program, including increasing or maintaining program quality while growing your total number of matches;
 - ✓ Enhance your program's long-term sustainability by raising more non-government, non-foundation funds;
 - ✓ Sustain your new matches at the end of the grant period; and
 - ✓ Collaborate with other mentoring programs.

For guidance on writing short letter proposals, check:

<http://foundationcenter.org/getstarted/tutorials/shortcourse/letter.html>

To Submit Your Electronic Application

ALL applications, regardless of your program's location, should be sent to the Vermont Mentoring Funders Collaborative: Paula Francis @ VTmentoring@gmail.com. NOTE: This is a change from previous years.

Deadline

Your proposal must be received via email by **5:00 p.m. on October 8, 2010**. Sorry, late proposals will not be considered. Follow-up visits or phone calls will be part of the application process for programs that meet basic funding criteria. A committee that includes mentoring program coordinators will review proposals. **Notification of grant awards will be made by mid December 2010.**

Reporting Requirements

Six-month and final reports are required: due **July 15, 2011** and **January 15, 2012**, respectively. Reporting requirements may also be found on The Permanent Fund's website at www.permanentfund.org.

Questions?

Please contact Paula Francis: 802-279-4092, VTmentoring@gmail.com. We look forward to talking with you!