

PART I - FACE SHEET

APPLICATION FOR FEDERAL ASSISTANCE

Modified Standard Form 424 (Rev.02/07 to confirm to the Corporation's eGrants System)

1. TYPE OF SUBMISSION:

Application Non-Construction

2a. DATE SUBMITTED TO CORPORATION FOR NATIONAL AND COMMUNITY SERVICE (CNCS):
08/09/13

3. DATE RECEIVED BY STATE:

STATE APPLICATION IDENTIFIER:

2b. APPLICATION ID:
13VG153819

4. DATE RECEIVED BY FEDERAL AGENCY:
08/09/13

FEDERAL IDENTIFIER:
13VGHM001

5. APPLICATION INFORMATION

LEGAL NAME: Michigan Community Service Commission
DUNS NUMBER: 805340163

ADDRESS (give street address, city, state, zip code and county):
235 S Grand Ave
Ste 1108
Lansing MI 48933 - 1805
County: Ingham

NAME AND CONTACT INFORMATION FOR PROJECT DIRECTOR OR OTHER PERSON TO BE CONTACTED ON MATTERS INVOLVING THIS APPLICATION (give area codes):

NAME: Garry Gross
TELEPHONE NUMBER: (517) 373-8028
FAX NUMBER:
INTERNET E-MAIL ADDRESS: grossg@michigan.gov

6. EMPLOYER IDENTIFICATION NUMBER (EIN):
386000134

7. TYPE OF APPLICANT:

7a. State Commission
7b. State Commission/Alternative Administrative Entity

8. TYPE OF APPLICATION (Check appropriate box).

NEW NEW/PREVIOUS GRANTEE
 CONTINUATION AMENDMENT

If Amendment, enter appropriate letter(s) in box(es):

A. AUGMENTATION B. BUDGET REVISION
C. NO COST EXTENSION D. OTHER (specify below):

9. NAME OF FEDERAL AGENCY:

Corporation for National and Community Service

10a. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: 94.021
10b. TITLE: Volunteer Generation Fund

11.a. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT:
Volunteer Michigan

12. AREAS AFFECTED BY PROJECT (List Cities, Counties, States, etc):
State of Michigan

11.b. CNCS PROGRAM INITIATIVE (IF ANY):

13. PROPOSED PROJECT: START DATE: 10/01/13 END DATE: 09/30/14

14. CONGRESSIONAL DISTRICT OF: a.Applicant b.Program

15. ESTIMATED FUNDING: Year #:

a. FEDERAL		\$ 262,500.00
b. APPLICANT		\$ 262,979.00
c. STATE		\$ 0.00
d. LOCAL		\$ 0.00
e. OTHER		\$ 0.00
f. PROGRAM INCOME		\$ 0.00
g. TOTAL		\$ 525,479.00

16. IS A APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?

YES. THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON:

DATE:

NO. PROGRAM IS NOT COVERED BY E.O. 12372

17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?

YES if "Yes," attach an explanation. NO

18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAAPPLICATION ARE TRUE AND CORRECT, THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.

a. TYPED NAME OF AUTHORIZED REPRESENTATIVE:
Garry Gross

b. TITLE:
Director of Finance and Admin.

c. TELEPHONE NUMBER:
(517) 373-8028

d. SIGNATURE OF AUTHORIZED REPRESENTATIVE:

e. DATE SIGNED:
08/09/13

Narratives

Executive Summary

The Michigan Community Service Commission (MCSC) will continue to build "Volunteer Michigan" (VM) by integrating a new initiative to increase the number of volunteers to serve and work with children and youth. The MCSC has the infrastructure in place which includes the HandsOn Connect state portal, the development of a media campaign to bring awareness to volunteer opportunities with key partners to increase the number of volunteers recruited. The MCSC will launch a targeted statewide volunteer recruitment campaign with key partners to increase the number of volunteers and implement a systematic quality initiative to enhance volunteer engagement and retention for mentor and youth development programs.

Program Design

PROGRAM DESIGN.....

The MCSC requests \$262,500 to fund a one year, local and statewide Volunteer Michigan initiative, to increase the number of volunteers, including skilled volunteers, with the intent of assisting youth to be successful.

This application will focus on the CNCS education focus area.

DEMONSTRATION OF NEED.....

The MCSC's mission is to solve the state's most difficult issues using service as a strategy. Michigan has many challenges, but nothing as pressing as addressing the multitude of issues facing the children and youth of our state. According to the 2013 Kids Count Data Book, Michigan ranked 31st in the country in overall child well-being. This includes more children living in poverty than last year; Michigan has one in four - 560,000 children living in poverty. This statistic is of concern as research shows that a majority of children who grow up in poverty, stay in that condition into adulthood. Michigan children also struggle educationally, with 69% not achieving proficiency in reading. Even more alarming are Detroit's statistics - only 3% of children are proficient readers by fourth grade and 69% perform at below the basic reading level. For Detroit high school students, only one-fourth who entered ninth grade, graduate in four years. To provide a deeper understanding of the conditions of Detroit - the research firm, Data Driven Detroit, stated, "The well-being of Detroit's children reflects the whole city's health. During the past decade, the average Detroiter suffered large income declines, losing nearly one-third of household income, due to high levels of home foreclosures, middle-class flight, and job loss." Michigan children need to be provided with a strong education and avenues to explore career pathways to allow them to break away from these barriers. They need mentors and

Narratives

other youth development intervention strategies that will assist them to be successful. In 2010, the Mentor Michigan Census showed that there were over 3,500 youth on waiting lists for a mentor in Michigan (MI). Data shows that 500,000 youth in MI could benefit from a mentoring relationship and yet only 30,000 currently have one. The need for volunteer mentors and youth development workers is great and remains one of the key priority areas for the state of Michigan.

The MCSC believes strongly that true impact will not be achieved by concentrating ONLY on the recruitment of volunteers. It is essential to utilize a model of quality both in building program capacity and in recruiting skill based volunteers. Through previous volunteer recruitment efforts, MCSC learned that focusing only on increasing the quantity of volunteers in the state is not sustainable; efforts must simultaneously focus on the quality of the volunteer program to retain and support the volunteers -- especially skilled volunteers. The need to implement a quality-based system is evident from the Mentor MI Census conducted in 2011. Only 10% of mentoring programs were completely meeting the Mentor MI quality standards for youth and they served only 21% of the total population of youth receiving mentors. Volunteer Michigan Activities will focus on:

1. Volunteer Recruitment --Coaches Challenge, media campaign, HandsOn Connect
2. Implementing Quality Based Standards to increase retention of volunteers
3. Developing Resources including recruiting skilled volunteers to provide services
4. Establishing collaborations with programs to develop replicable program models

Four programs will receive sub-grants as part of this collaboration to pilot the new quality initiatives and implement new strategies that allow for volunteer expansion.

The MCSC has established strong relationships with its partner mentor programs and other youth development programs. These relationships, coupled with the strong capacity elements developed in the first Volunteer Generation Fund grant, will allow for a higher return on investment by maximizing current relationships and processes. MCSC will be able to quickly implement the program ideas and demonstrate impact in the short span of this one-year grant. With the additional resources and activities planned, programs will be able to improve both the quantity of volunteers and quality of program efforts that lead to improved retention.

APPROACH.....

There are four components to the initiative.

1. VOLUNTEER RECRUITMENT CAMPAIGN

The MCSC will launch a statewide volunteer recruitment campaign to increase the number of skilled volunteer mentors and youth development workers using the "Coaches Challenge", a media

Narratives

Campaign, HandsOn Connect State Portal, and supporting 4-Hs "Life's Little Lessons" recruitment. COACHES CHALLENGE - This campaign will focus on generating new, skilled volunteers to serve as mentors through formal programs. Former University of Michigan football coach, Lloyd Carr has agreed to lead the effort for the state of Michigan. Talks are underway with Michigan State's basketball coach, Tom Izzo and other college coaches to create excitement around recruiting volunteer mentors. The campaign will also involve coaches from Nebraska, Iowa, and Kansas for their state recruitment.

The friendly rivalry between the University of Michigan and Michigan State University will bring awareness to the pressing issues facing the children and youth of our state and offer opportunities for volunteers to become a part of the solution. In addition, with these two major coaches offering their support, college and high school coaches throughout the state will join the effort to encourage volunteerism. Promotional materials and support will be offered to participating mentoring programs. Small financial incentives will be offered to encourage both participation and reporting of volunteer recruitment results.

MEDIA CAMPAIGN - for Mentor and Youth Development Programs. Additional volunteer recruitment will occur throughout the year with support of resources from the MCSC's statewide volunteer media campaign to be launched this fall. It will provide ready-to-use promotional materials that can be adapted to a particular community and program. Webinars and technical assistance will be offered to programs to allow them to effectively use the materials.

4-H "LIFE'S LITTLE QUESTIONS" RECRUITMENT CAMPAIGN - Provides county 4-H programs with a variety of targeted recruitment messages and tools with the target of expanding the total number of state volunteers beyond current levels.

HANDSON CONNECT - The MCSC launched the HandsOn Connect state volunteer portal to allow Michigan residents to search for volunteer opportunities by skills in their local community and the state. Currently, all of the 250 mentoring programs, which have been screened by Mentor Michigan, are not in the state portal. 4-H Youth Development programs are also not in the portal. As a result, potential volunteers have to utilize multiple websites to access volunteer opportunities. The VM effort will assist programs with registering in the state portal. The result will be a streamlined search process allowing potential volunteers to either use one of the 24 volunteer centers or the state portal, to access volunteer opportunities with program partners.

2. ESTABLISH COLLABORATIVE YOUTH DEVELOPMENT PROGRAMS

The MCSC believes, with society's limited resources, it is imperative that youth development programs

Narratives

begin to collaborate and share resources to make an impact. To support this direction, the MCSC will offer sub-grants to three programs that demonstrate this model and thus are expanding volunteer efforts.

***Michigan 4-H, of Michigan State University Extension is a community based youth development program that has volunteers in 81 of Michigan's 83 counties. The program is designed to help children and youth develop skills and assets needed to be successful. Experiences are based on cutting edge research and supported by volunteers trained in the principles of positive youth development. The programs are supported by the efforts of approximately 21,000 adult volunteers. With the support of the MCSC and this grant, MI 4-H will launch a year-long recruitment campaign to increase the number of volunteers with a recruitment goal of 5,000 new volunteers recruited, screened and placed. It will provide recruitment tools that will offer short and long-term educational programs (6 weeks to one year) designed to engage youth in learning life skills, as well as skills needed for future employment opportunities. Training for MSUE staff and current volunteers will be provided by faculty and staff of Michigan State University.

With the challenges facing Detroit, the MCSC through this grant will provide resources to make an impact on youth at this critical time through the following two programs.

*** Big Brothers Big Sisters of Detroit will partner with the National Service program MiReadingCorps (MiRC) to target children in grades K-3 that are in the mid-tier reading level and thus will not be able to receive additional supports to bring them up to grade reading level. AmeriCorps members never surpass a caseload of 20 children. Once a child has reached his or her reading capacity, they graduate from the program. As many of these children may have additional challenges, they would be good candidates for extra support through a mentoring program. Big Brothers and Big Sisters of Detroit will pilot a program to recruit skilled volunteers to be matched with children after they have reached their grade level reading goal. This will allow them to continue to get support of a caring adult and will continue their focus on literacy. This pilot program can be replicated as MCSC plans to expand MiReadingCorps throughout the state.

*** VIP Mentoring Program Business Mentoring Challenge -- As part of the one-year grant, this new program will be launched to help improve graduation rates at Denby High School and other EAA/Pathways schools. The Challenge aims to enlist at least 30 new businesses for 2013 -- 14 school year, joining the already 30 supporting VIP. The companies include Lear Corporation, Bodman LLC Delta Airlines, and Comerica Bank. Companies can participate in a variety of ways: Employees sign up as mentors and travel together to Denby each week to work one-on-one with students, providing

Narratives

business and career exposures, with structured interactive engagement in math and literacy improvement projects and activities. A company can financially support mentoring matches, development classes, program lunches and community-based activities. Volunteers can address groups of students, talking about what they do and how they become successful, with a special focus on engaging volunteers with business backgrounds in science, technology, engineering and math.

3. QUALITY BASED MENTORING SYSTEM (QBM)

The MCSC will launch a QBM system to assist mentoring programs improve on quality measures and improve the retention of skill based volunteers. This approach is a strong investment for the CNCS because mentoring as an intervention builds self-esteem, motivates youth to focus on school achievement, decreases problem behaviors that impede academic success, and fosters college aspirations. (Center for Higher Education Policy Analysis, 2009).

The Mentor Michigan Quality Program Standards for Youth Mentoring are based on research from the mentoring field and were developed in order for youth to receive the most beneficial and productive results from a mentoring relationship. The impetus for the creation of Michigan's QBM is based on the positive implementation of a similar system in Massachusetts. In response to research that considers a correlation between mentoring programs using evidence based practices and youth outcomes, Massachusetts Mentoring Partnerships developed a system to assess the quality of mentoring programs and create customized plans for program improvement based on organizational strength and capacity. QBM Sub-Grants: Through this one-year grant, MCSC will strategically target three programs to pilot recruitment strategies and participate in QBM. Each of the programs will receive a sub-grant to aid in their recruitment efforts and give them the ability to pilot the quality based system. They will assist with developing technical assistance to expand QBM to other programs and work with MCSC to adapt the program to meet the needs of the state of Michigan. The following three programs were selected because each recruits skill based volunteers and provide unique program elements due to the population they serve.

**MSU Tech Wizards is a statewide program will match skill-based volunteers in engineering, technology, and science with youth

** VIP Mentoring will match skill based business volunteers with youth to focus on career exposure and school success in Detroit schools

**Bethany Christian Services will match foster care and refugees with skilled volunteers to support them with transitioning through challenges.

4. RESOURCE DEVELOPMENT -- PROFESSIONAL VOLUNTEER DATABASE

Narratives

The MCSC will support mentoring and other youth development programs by establishing technical assistance tools. These will include volunteer recruitment materials, capacity building, and trainings to use HandsOn Connect. The MCSC will also develop a professional skills database in HandsOn Connect, allowing professionals and retired professionals to offer their services to nonprofits. As the MCSC helps programs develop plans of improvement to meet quality standards, technical assistance will be needed for fund development, assessment, strategic planning, marketing, organizational management, among others. Professionals can offer these services at no cost and thus nonprofits will improve their capacity as they receive services they could not otherwise afford.

EXPECTED OUTCOMES

1. Increase volunteer access to youth development program volunteer opportunities through the state portal
2. Strengthen the quality of mentor programs to ensure volunteer engagement
3. Increase state-based resources that assist programs build capacity
4. Increase the number of skilled volunteers recruited and retained

OUTPUTS

1. Engage volunteers participating in activities focusing on mentoring, leadership, and education (Target: 7000) Measurement: Programs report via survey number of volunteers recruited monthly.
2. Engage highly skilled volunteers (Target: 500) Measurement: Programs report via survey number of highly skilled volunteers.
3. Increase number of retained volunteers (Target: 4000) Programs report via survey the number of volunteers retained at end of program year.
4. Increase the number of mentor and youth development programs listed in Michigan Volunteer HandsOn Connect portal (Target: 200) Measurement: Generate a HandsOn Connect report listing programs listed in portal.

ASSESSMENT

Evaluation will be a key structural component of this effort. Robert W. Kahle, Ph.D, president of Kahle Research Solutions, will support the implementation. Dr. Kahle has been responsible for the design, development, implementation and dissemination of data and information from the Mentor Michigan Census, a model for state-level measurement of mentoring programs aggregated outputs. Dr. Kahle has been involved with a study of MI volunteer centers and is conducting the assessment of MCSC's current VGF grant.

NATIONAL PERFORMANCE MEASURES

Narratives

Number of community volunteers recruited by CNCS supported organizations or national service participants and hours of service contributed by community volunteers who were recruited by CNCS-supported organizations

IMPLEMENTATION TIMELINE

October

Begin grant and launch Coaches Challenge (October 1)

Meet with collaborative programs to develop program plans and implement QBM

November -- December

Collect volunteers recruitment data from programs, provide incentives to programs to participate in coaches challenge, offer technical assistance with hands on connect, media campaign, and quality based standards. Develop and Implement outreach plan for recruiting skilled volunteers to assist with strategies.

January -- April

Continue recruitment efforts. Implement Mentor month awareness strategies. Provide technical assistance webinars. Collect data from programs. Continue to establish partnerships that will provide skill based volunteers.

May -- August

Review strategies to determine what worked and where improvements are needed. Develop strategies to make improvements.

September

Collect final data, Create narrative and report to CNCS

Organizational Capability

The MCSC has significant experience in program and fiscal oversight of National Service programs. The MCSC has administered National Service programs since 1991 and currently manages a portfolio of over 45 national service subgrantees and an annual budget of more than \$9 million dollars. The MCSC has a successful history of program and administrative management. The MCSC has demonstrated the creative vision and entrepreneurship to fund and launch new initiatives. In 1998, the MCSC began a major initiative to assist local volunteer clearinghouses in developing sustainable funding resources to support their ongoing volunteer management capacity. The Michigan's Volunteer Investment Grants (VIG) program served as a catalyst for the growth of Michigan's volunteer community and provided needed support to sustain our state's volunteer infrastructure. The annual award was granted to local volunteer collaboratives led by volunteer clearinghouses such as

Narratives

Volunteer Centers and Campus Compact sites to assist them in increasing volunteer efforts in their communities. While the state budget crisis necessitated the elimination of the program in FY 2009, during its tenure the grantees were able to endow more than \$6 million. Additional grant support was awarded to VCM, our state's association of Volunteer Centers, for startup grants to communities without a volunteer clearinghouse and improved technological systems for placing and tracking local volunteers. An MCSC staff team will oversee Volunteer Michigan. The team will be led by Amber Troupe, Mentor Michigan Coordinator, who will supervise subgrantee selection, provide programmatic oversight, and coordinate all program reporting. Amber will be supported by MCSC staff. The MCSC currently consists of 11 staff. Garry Gross, MCSC's Director of Finance, will oversee all fiscal reporting and monitoring. A system of risk-based monitoring, including site visits, progress report analysis, and ongoing fiscal reviews will constitute the infrastructure needed to ensure effective project oversight. The staff team will meet monthly to review overall progress, plans for the current month, key reporting deadlines, and any needed modifications. Kahle Research Solutions will also participate in the meetings to ensure we are on track with our proposed outcomes and evaluation. A timeline with key benchmarks will be established to use as a guide for these meetings. The MCSC has developed and will use a logic model as a structure to assess how identified strategies and resources contribute to short and long-term outcomes.

Ability to Provide Fiscal Oversight, The MCSC currently administers almost \$9 million dollars in federal funds. Our current operating budget of \$9.4 million is derived from federal, state and private funds. The requested VGF funds would represent less than 1% of our overall budget. The MCSC is administratively housed within the Michigan Department of Human Services, a state agency that manages over \$3.4 billion in federal funds per year. As part of DHS, the MCSC adheres to state procurement and financial management systems. The MCSC's grants management team is responsible for issuing and managing all financial aspects of the subgrants. Prior to approval of grants, they review all proposed budgets for compliance with federal requirements and appropriateness and ask for modifications as necessary. They also conduct a pre-award assessment to ensure organizations have the capacity to properly manage the federal funds requested. Subgrantees will be required to submit quarterly financial reports to the MCSC. These reports will be monitored against the approved budget to ensure compliance as well as to track matching funds.

Long-Term Commitment, The MCSC has a strong track record of providing long-term training, support and monitoring to our national service grantees. Annually, we assess the training and technical assistance needs of our AmeriCorps grantees and then develop comprehensive training and

Narratives

development plans. AmeriCorps programs are convened on a monthly basis for professional development and training; these sessions include both face to face trainings focused on key program administration issues and additional webinars and conference calls to round out the overall training plans. Program officers also provide ongoing direct technical assistance to our grantees on a variety of issues. This may occur at the request of a grantee or as a result of specific issue that has come to light via oversight and monitoring. The MCSC employs a risk-based monitoring strategy that allows us to provide the appropriate level of oversight to each grantee. The overall risk of the grantee determines the frequency of programmatic reporting as well as the type and level of onsite monitoring.

Capacity to Attract High Quality Staff, The selection of high quality staff is crucial to the success of both the MCSC. Care is taken when filling a vacancy to determine the competencies necessary for each position. For example, in our most recent hiring of our Executive Director it was imperative that the individual had extensive experience with staff oversight and management, fundraising, grant writing, and federal grants program management (Many of our program officers have direct national service experience as a program manager). Several of our program and financial staff hold master's degree in business or public administration. In addition to the qualifications staff members possess when they join our organization, we look for ongoing professional development opportunities. In many cases, programmatic and fiscal staff participates in at least one national training or professional development opportunity each year. This ranges from a CNCS sponsored training, national grantee meeting, or national conferences. Other training and professional opportunities are provided as needed or requested.

Focus on Outcomes, The MCSC has extensive experience with outcome evaluation. We currently contract with Kahle Solutions to do a comprehensive evaluation of the effects of the first three years of the Volunteer Generation Fund program. It is also evident that the high quality is associated with positive outcomes including academic outcomes, civic dispositions, leadership skills and problem solving skills. AmeriCorps program officers work with individual subgrantees to develop performance measures that track not only outputs but short and long-term outcomes. Objectives are re-evaluated each year to ensure continuous program improvement and to provide evidence of impact across programs and statewide. Analysis of outcomes inform future grant making decisions. The MCSC utilizes a variety of publications to disseminate accomplishments to stakeholders.

Maintenance of standards, The MCSC adheres to the State of Michigan procurement and financial management systems. All federal funds are separately tracked and maintained. Expenditures are continuously monitored and are reported quarterly to our board of directors. We have received two

Narratives

CNCS administrative standards reviews and have met or exceeded all of the standards. Over the past eight years we have built a statewide network of 250 mentoring organizations that are mentoring more than 25,000 youth annually, created program standards for quality youth mentoring, provided ongoing training on quality mentoring, and annually track the scope and nature mentoring in Michigan. Since its inception, MM has raised more than \$1.6 million from foundations and corporations to support its efforts. In addition, more than \$4 million in AmeriCorps funding has been leveraged to increase the capacity of local mentoring organizations. The MCSC has a track record of partnership and collaboration. The best example is the creation of the Connect Michigan Alliance (CMA). CMA united four model organizations in an innovative partnership between the public and private sectors that strengthen and expands the foundation of Michigan's volunteer efforts. Through CMA and its \$20 million endowment, the four partners -- the Michigan Nonprofit Association (MNA), Michigan Campus Compact (MCC), VCM, and the MCSC -- can accomplish more together than separately. CMA was established in June 2000 after Michigan's governor and legislators provided a \$10 million challenge grant to build the CMA endowment. An additional \$10 million was raised from the private sector. A committee made up of representatives from the four founding organizations determines the annual goals for CMA and how the proceeds are designated each fiscal year. In addition to CMA, MCSC actively participates in a number of state level boards. In the past few years we have served on the planning committee of the statewide high school dropout summit, the Shared Youth Vision Partnership, and the Michigan Nonprofit Association Board.

Budget/Cost Effectiveness

The proposed budget aligns with the overall goals and objectives proposed in the application. A significant portion of the funds will be subgranted to three programs, that will be used to implement recruitment campaigns to expand volunteers, implement quality based standards and develop plans and materials to enhance quality of program, explore expanded utilization of hands on connect to post volunteer opportunities, develop collaborative models and focus recruitment activities on skill based volunteers.

The three subgrantees will be required to provide a dollar for dollar match toward their grant. The match may be non-federal cash or in-kind. Additional match will be provided from the MCSC state general fund budget and from private funds obtained from local community foundations.

Continuation Narrative Updates

2013 VGF Clarification Responses

Narratives

Please accept the following clarification responses. They correspond directly to those questions provided. In addition, all budget questions have been addressed in the budget section, unless answered here.

Target number of hours of service contributed by community volunteers -- 7,000 volunteers serving an estimated 354,000 hours

National Performance Measures selected - We are selecting the number of community volunteers recruited and the number of hours served. Each of the subgrantees will ensure that they have systems in place to report unduplicated numbers and must provide a plan for how they will do this. We will be collecting data on skills based volunteers through Hands On Connect or subgrantee tracking systems.

We are interested in being considered for a second year of funding and we have the necessary financial resources for the match and will submit a budget upon request.

The proposed program design is different than the current design because the current tracking is based on the number of volunteers tracked by local volunteer centers through the Hands On Connect portal and for Days of Service activities. The new program design will track volunteers for various mentoring and youth development initiatives. This application engages new partners that are not currently utilizing the Hands on Connect system or tracking numbers for the MCSC in another way. The new numbers to be tracked reflect a new initiative and have not been reported in previous progress reports.

The MCSC is aware of the special Performance Measure conditions and are equipped to meet the deadline imposed.

We have not expended all of the funds from the current grant. We currently have \$212,554 remaining. We will expend all of the remaining funds by 9-30-2014.

Based on the challenges experienced during the year, the following expenditures were determined. They will all contribute to increased program success.

Hands On Connect State Portal licensing fees -- \$11,000

Narratives

Fifty per cent of licensing fees for the subgrantees (they pay the other 50%) - \$15,000

Red Head Design printed ad work for Volunteer Campaign - \$50,000

Continuation of National Days of Service Mini-grants - \$17,000

Training and Consulting services for Hands On Connect -- \$9,554

Contracted personnel (2 @ \$55,000) - \$110,000

The MCSC has the necessary data collection and data management policies and practices to report the number of new volunteers and the number of new volunteer hours.

Budget

Section I.A. Personnel : We will amend the Admin grant and reduce the percentage for the Mentor Michigan Coordinator there. We will correct the salary there as well.

Section I.I There are no funds budgeted for staff criminal history checks as staff received them at the time of employment. In addition, staff do not have access to vulnerable populations. Subgrantees will be required to include criminal history checks as a line item in their subgrant budgets.

Source of match:

Each subgrantee is matching a dollar for dollar match.

Source of Funds 262,979 itemized match --

MSU - \$100,000

VIP = \$60,000

Bethany = \$10,000

BIgs = \$15,000

Tech Wizards = \$10,000

Private Funds = \$7,000

Assessment services = \$7,000

General funds = \$53,979

Required Documents

Document Name

Status