

The Mentoring Collaborative Certified Quality Partner Timeline – 2017

Sinclair College's Research, Analytics and Research assisted The Mentoring Collaborative in identifying the qualities and the focus of mentoring services that Partner Agencies provide the community.

The research (“asset mapping”) served as the introduction to the development of the Certified Quality Partner (CQP) initiative, a quality assurance, evaluation and support for Partner Agencies. CQP allows Mentoring Collaborative and Partner Agencies to establish and adhere to consistent quality standards among mentoring programs throughout Montgomery County. The benchmark is the National Standards of Mentoring Excellence (MENTOR – Mentoring Partnership). The standard demonstrates a commitment to mentoring excellence, a value of importance to funders, parents, mentors and community partners.

Certified Partner Process:

Phase 1: Complete Asset Mapping Survey (March 2017 - Ongoing)

To become a partner agency, organizations must first complete the “Asset Mapping Survey” to begin the

process of establishing consistent quality standards among mentoring programs in Montgomery County. Data received from partner agencies will allow Mentoring Collaborative (MCMC) to better respond to agency needs and provide accurate reporting to funders.

Phase 2: Attend a Partner Certification Training Session (March 30, April 27, May 4 and June 29, 2017)

Partner agencies staff (2-3 persons) must attend a MCMC Partner Certification Training session based on The Elements of Effective Practices. This evidenced based proven training provides benchmarks for program practices against national standards of excellence.

Phase 3: Attend Webinar Training Session (2017)

MCMC will provide a Webinar training session to partner agencies regarding the overview and process of becoming a 1) Certified Partner and/or Certified Quality Partner (CQP).

Phase 4: Partner Agency Complete MOA (May, 2017)

Partner agency completes a Memorandum of Agreement with MCMC.

Certified Quality Partner: (NOTE: After completion of the above requirements)

Phase 5: Complete the Online Pre-Assessment (March – June, 2017).

- 1) After completion of the above requirements, MCMC partners are identified (10-20) to begin the Online Pre-Assessment. MCMC staff will contact the Certified Partner agency regarding their commitment for completion of the Pre-Assessment via phone. This Pre-Assessment is web-based (i.e. save, re-entry and uploads) provides benchmarks for program practices against national standards of excellence.
- 2) MCMC and Partner Agency will meet to discuss Pre-Assessment results/outcomes targeting 90% results.
- 3) If target not reached, MCMC will develop plan/timeline for completion in which MCMC will provide follow-up/deadline to gather information; partner agency will enter directly into the Pre-Assessment database.
- 4) If target is reached, MCMC and Partner Agency reviews process regarding Certified Quality Partner (CQP).

Phase 6: Participate w/ MCMC Staff - Improvement & Innovation plan (June – July, 2017)

- 1) MCMC and Partner Agency will meet to discuss/review Improvement and Innovation Plan and participation requirements.
- 2) MCMC and Partner Agency will create a 12-month timeline for completion of the Improvement and Innovation Plan in which MCMC will provide follow-up/deadline to gather information.
- 3) MCMC staff will provide monthly consultation in this area of the plan.

Phase 7: Return Signed Improvement and Innovation Plan (July, 2017 – February, 2018)

Partner Agency signs Improvement and Innovation Plan after completion of the consultation segment and now are identified as a Certified Quality Partner (CQP).

If you have questions, please contact The Mentoring Collaborative at (937) 512-3179.