



## **MWCA Best Practices**

### **SUBMISSION FORM**

WIB Name/WSA Southwest Minnesota – WSA 6

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#### **COMMUNITY MENTORSHIP PROGRAM**

Collaborative Effort Between

SW MN Private Industry Council

&

University of Minnesota Extension

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## COMMUNITY MENTORSHIP PROGRAM

### Objectives and Intended Outcomes

- Learn about spending plans, savings plans, credit and debt management, and credit reports
- Participants will develop a spending plan and successfully manage it. This will result in a decrease of eviction and utility notices and a decrease in requests for general assistance in support service areas (ex. help with car payments, insurance, etc)
- Participants will develop a savings plan and follow through in setting aside dollars
- Participants will take action to start saving money by putting aside dollars for savings, using coupons to save money in the store, etc.
- Participants will show an increase in behaviors related to improving their credit. For example, they will get their credit report, review it, and make a plan to contact creditors, make good faith payments, etc.

Workshops are held in the Worthington, Marshall, and Montevideo Workforce Centers. Each 3 hour workshop will have five to ten participants.

### Target Population

The target audience is Minnesota Family Investment Program (MFIP), Diversionary Work Program (DWP) and Food Support Employment and Training (FSET) participants. The program participation and information will be written into participants' employment plans.

### Recruitment and Marketing Plan

Staff recruits participants from current caseloads. A brochure outlining the program requirements, content and expectations will also be used for marketing.

Incentives will be given to encourage participation in the program – i.e. – transportation, personal finance tools (folders, files, file box, calendars, calculators, and shredders), pre-paid visa cards, or savings bonds.

### Evaluation

To measure the achievement of objectives and the participants' assessment of the program, evaluations will be given. A pre-test will be given at the beginning of the first workshop to determine baseline knowledge. A post-test will be given at the end of the last workshop to determine knowledge gain. A three month follow up evaluation will be done with each participant as well to determine what actions they have taken and what behaviors have been changed. Because staff have regular contact with the intended audience, one-on-one follow up may also take place on-going.

### Timeline of the Program

Planning session held on April 16<sup>th</sup>, 2009.

Proposal submitted - June 1<sup>st</sup>, 2009.

The program implemented in July.

Second meeting/follow-up training in August in St. Paul.

A second proposal will be submitted by September 1<sup>st</sup>, 2009 and the second program will be implemented in October or November.

#### Description of Involvement of U of M Extension Educators

Extension Educators - Shirley Anderson Porisch and Sara Croymans were involved in program planning, staff training and serve as mentors throughout the program.

A \$1500 grant through the UofM – Community Mentorship Project was received to provide the services.

#### Community Mentorship Program Agenda

Prior to the first workshop, staff will get a signed release form from each participant to get a credit report.

#### Workshop I

8:45-9:00 – Introduction and Welcome Activity (budget box)

9:00-10:30 – Spending Planning

Dollar Works 2, Unit 3 and 4

Financial Fitness – pg. 118 in student book

10:30-10:40 – Break

10:40-12:00 – Savings Planning

Dollar Works 2, Unit 5

Case of the Missing Money

Consumer Choices (emphasizing decision making)

#### Workshop II

8:45-9:00 – Introduction and Welcome Activity

9:00-10:30 – Managing Credit and Debt

Dollar Works 2, Unit 8 and 9

Case Studies

10:30-10:40 – Break

10:40-12:00 – Credit Report Review and Credit Score Criteria

Money Smart units on credit

How do I know I'm in debt?

Bills vs. Debt (credit limits are not income)

Myth busters about financial management