

Terms of Youth Peer Mediation Grant.

Location: Anchorage Alaska

Total Budget: \$10,000

Term of Grant: July 1, 2022, to June 30, 2023

Area of Focus: Peacebuilding and conflict prevention

Activity Type: Education: Volunteer Services

Summary: Youth Peer Mediation and Conflict Resolution Training

Party responsible for developing and conducting training program: Anchorage Youth Court

Grant funded by: Anchorage Russian Jack Rotary, Anchorage East Rotary, Anchorage International Rotary, and Rotary District 5010. Attached as Ex. A are the grant proposal submitted April 5, 2022, and Ex. B, Grant approval by District 5010. Please note that the original grant request for a total of \$5,000 in funding was amended and increased to a total of \$10,000.

Purpose and activity funded:

This grant funds will be provided for the program for the 2022-2023 school year and it is anticipated that there will be two training sessions in youth peer mediation/alternative dispute resolution, one in the fall of 2022 and one in late winter or early spring 2023.

AYC responsibilities:

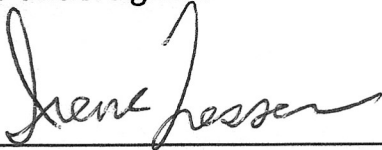
- The training program will be designed to educate student participants in the basic concepts, skills, and give practical experience in the topics of peer mediation and conflict resolution.
- Training will consist of a total of 10 hours of classroom training, written materials, mock mediations scenarios, and evaluation.
- It is anticipated that the two training sessions will provide such training for approximately 20 to 25 students for each session.
- AYC will provide to each participant written course materials,

- The training will be provided by volunteer professional mediators in the form of classroom training and lectures; mentoring by students already trained in the program, and mock mediation and conflict resolution scenarios to give practical experience as well as classroom training.
- The training will cover the topics and skills including problem solving, confidentiality, professionalism and objectivity, listening skills, and dealing with difficult people or situations.
- The training and materials will provide guidance, templates or exemplars for starting and conducting the conflict resolution sessions, confidentiality, and documenting the final agreement or resolution of the issue with the parties.
- The training will involve written course materials, classroom training, and practice with mock dispute resolution scenarios and situations.
- AYC will document and provide copies of all out of pocket expenses for training materials; professional training expenses which are not provided by volunteers, staff time for organization, logistics and training; space rental; advertising; certificates of achievement, printing, etc.; and other out of pocket, and necessary expenses.
- The participants, upon satisfactory completion of the training, will be provided with a Certificate of Achievement, in the name of each student, also noting the participation of AYC and the respective Rotary organizations.
- It is anticipated that at some time during the grant year, AYC and/or student participants will be available to provide a presentation on the program to the participating Rotary clubs, and other clubs in the Anchorage area.
- The program will be documented by photographs or quotes from participants, for use both by AYC on its website or social media, and by the Rotary organizations to memorialize this training and activity as a community service by both organizations.

Rotary Responsibilities

- The respective Rotary organizations will supply grant funds in a total of \$10,000, to be administered by Anchorage Russian Jack Rotary, for the above training program.
- It is anticipated that one half of the funds will be disbursed in the fall for 2022 for the initial training session, and the remaining half of the funds will be disbursed in the spring of 2023 for the second training session.
- Rotary members will be available for 1) providing lectures and training in mediation and alternative dispute resolution skills, and 2) as needed for other assistance, help with mock conflict situations or other volunteer support.

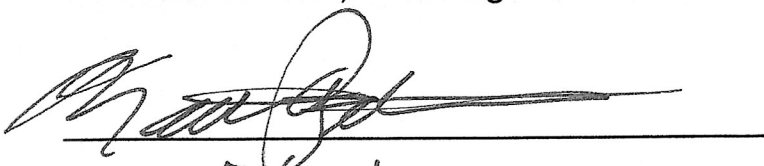
Grant Terms agreed on behalf of Russian Jack Rotary and Anchorage Youth Court by the undersigned.



Dated: 7-28-22

Irene Tresser

Executive Director, Anchorage Youth Court



Dated: 7/28/22

Matthew K Peterson

President Russian Jack Rotary

Exhibit "A"

Grant Proposal, April 5, 2022

Country: USA

Location: Anchorage Alaska

Total Budget: \$5,000

Area of Focus: Peacebuilding and conflict prevention

Activity Type: Education: Volunteer Services

Summary: Youth Peer Mediation and Conflict Resolution Training

Summary of Russian Jack Rotary Grant Application---Meditation, Dispute and Conflict Resolution Training through Anchorage Youth Court

Rotary Objectives. The proposed grant for this training is consistent with Rotary goals:

One of District 5010's theme for this year includes conflict resolution and mediation. Also, Rotary International has on-going programs in this area and a worldwide partnership with the international "Mediators Beyond Borders" organization. The program is a training program for High School youth and future leaders, in both professional skills and life skills which will serve them well throughout their lives.

Proposal. This grant proposal is for a total fund of \$5,000 to provide training in Alternative Dispute Resolution and Peer Mediation Skills. The training will be provided through the Anchorage Youth Court organization (AYC). AYC is a professional quality training program for Junior High and High School Students. The students are trained in legal and court procedures, professionalism, ethics, confidentiality, public and courtroom speaking presentation, and criminal law. The program involves the students handling actual criminal prosecutions and defense, and sitting as peer judges, in plea bargains and sentencing for cases, usually first-time offenders, referred by the State Juvenile Justice system. The program has been highly successful for over 30 years, both in success and low recidivism as a peer justice system for the offenders, and in training and giving experience in professionalism and real-world skills for the participants. Further information on the overall Youth Court program can be found at its website, at: <https://www.anchorageyouthcourt.org>

During the Covid pandemic, the regular State of Alaska Courtrooms, were closed and AYC's in person hearings curtailed. To keep the members engaged and advancing their skills, AYC in 2021 obtained a grant to begin training in the related professional skill of Alternative Dispute Resolution and Peer Mediation skills. This was a pilot program with the goals of providing additional professional and life skills training to Youth court participants, and to provide these services, primarily through the school district. The initial training was by professional mediation trainers and was very successful. AYC has prepared a social media video describing the program and its goals in more detail at: <https://vimeo.com/656833238>

This grant seeks funding to continue the program for the next school year and group of students, with training in the summer and fall of 2022. AYC already has the written course materials, and much of the

training will be provided by volunteer professional mediators and mentoring by students already trained in the program, so costs will be less than the original professional level of training. The training covers many topics and skills including problem solving, confidentiality, professionalism and objectivity, listening skills, and dealing with difficult people or situations. The training will involve written course materials, classroom training, and practice with mock dispute resolution scenarios and situations.

Russian Jack Rotary members will be involved in the training of the youth participants, we expect to have a presentation at a club meeting on program and training, we have two members who are school administrators with the Anchorage School District who can advise and assist in implementation of peer mediation, and our club has been a past donor and supporter of the Anchorage Youth Court program.

AYC is an appropriate organization for providing this training. The skills involved are closely related to skills required in the legal and many other professions. The training will be on skills which the AYC participants are already trained in and practice in the courtroom as prosecutors, defense lawyers and judges. This is a highly motivated group of student participants.

Project Contact Person

District: 5010

Rotary Club of: Anchorage Russian Jack

Primary Contact: Matthew Peterson

Email: mattkarlp@aol.com

Exhibit "B"

Rotary District Grants Website - Project P-4197—District 5010 Approval

The district leadership has reviewed and approved the allocation of district funds for this project. Please make the necessary arrangements for the project implementation. The approved DDF contribution will be sent to your club when the funds are received from The Rotary Foundation into the District account. Please keep all receipts of project expenditure, and upload all the implementation information on the website as supporting documents. The website is used as a centralized repository for stewardship information.

Project title: Youth Peer Mediation Training

Country: USA

Location: Anchorage Alaska

Look at www.MatchingGrants.org/district/project4197.html for more details on this project.

Here is a direct link to the administration page:

www.MatchingGrants.org/district/admin.cgi?project=4197

From: mattkarlp@aol.com,

To: kara_mae@hotmail.com, tungs@gci.net, paul@paulpaslay.com,

Subject: Forwarding my Report on the first Peer Mediation training session, under our Rotary grant.

Date: Thu, Nov 17, 2022 2:09 pm

Attachments: Report on First Peer Mediation Training class AYC and Rotary grant.pdf (132K)

Kara, Jay and Paul,

I am forwarding you a copy of my report on the Peer Mediation training class, which was held last Friday, 11-11-2022. It went very well. AYC did a good job of getting donations of the classroom space, and some supplies, and kept the costs down. So the grant money should go farther for future classes and purchase of more training materials. I really enjoyed teaching the class, and the training materials were easy to use and follow. The students seemed to enjoy it and definitely did well in the skills they were learning.

At this point we expect to schedule at least two more classes, one each in January and February. I still have to get the certificates of the training in Introduction to Peer Mediation prepared and signed for the students, and we will print those up to give credit to our Rotary clubs and the district.

Also, part of the grant is that Anchorage Youth Court will come to our clubs to give a presentation, and we can look to start setting those up after the first of the year.

Paul, I will get this report uploaded to the Rotary Grant website.

Kara and Jay, I will miss next week's President's meeting since we are traveling to New York for Thanksgiving. But if you have any questions let me know. If any of you would like to attend and participate in future classes as a mentor that would be great.

I want to wish you all a Happy Thanksgiving.

Matt Peterson.

Report on First Peer Mediation Training class, held 11-11-2022

Training was provided in partnership with Anchorage Youth Court. Funded by a Grant from Anchorage Rotary clubs: Russian Jack Rotary, East Rotary, International, and Rotary District 5010 Matching funds. Grant number: Rotary P-4197 (Youth Peer Mediation Training)

The first Peer Mediation training class under the above Grant, was held on November 11, 2022, 11:00 am to 4:00 pm. The training program was advertised and set up through Anchorage Youth Court with the assistance of Executive Director Alysyn Thibault, and AYC staff. The lecture, teaching and overall management of the class was handled by Matt Peterson, lawyer and mediator, who is a member of the Russian Jack Rotary Club, and various professional law and mediator related organizations. He was assisted by Andy Sonneborn of the Russian Jack Rotary Club, and Mateo Jaime, case coordinator at Anchorage Youth Court. Six students attend, ranging in grade from 8th to Junior in High School. Attendance was lower than expected due to this being an in service day with classes cancelled. But this was a good size of class to try out the first session of the program. An optimum class size for future classes would be in the 12 to 15 range.

The Class: introduction

Class started with a lecture from Matt Peterson on Mediation, definitions, who can be a mediator, ethical standards for mediators, confidentiality of the process, and an overview as to how a mediation is conducted.

We moved on to training in skills, and role-playing scenarios. The class then followed the format of the training manuals provided to each student: "Youth Peer Mediation—Train the Trainer Manual," published by Pinnacle Training and Publishing, LLC. The full program is for 16 hours of training, with 8 -2 hour sessions. This five-hour training was a good introduction to the basic concepts and skills of mediation but is not a full course.

Skills and Role Playing Scenarios

The format of the Pinnacle training manual is an introduction of concepts, skills training, followed by hands-on role-playing sessions. The facts of the disputes for the role playing are provided in the training manual materials. They are realistic for the age groups involved. Each scenario is more complex than the last one, and introduces new issues, such as underlying interests or issues, dealing with difficult people, etc. The students did an excellent job in playing the roles. We had two--three person groups. In each scenario, we had one person who was the mediator, and two to play the parts of the disputants. There were enough scenarios covered that each student was in every role at least once. The facts of the scenarios are bare bones, about the dispute, and the participants did a good job of creating the context and personalities, very realistically, and the mediator had to deal with a more complex situation. Each scenario took about 20-25 minutes.

We covered in some detail, and repeatedly emphasized how to start the mediation, the requirement to state the role of the mediator, an introduction which covered the mediation plan, the role of the mediator, confidentiality, and the ground rules of listening to the other side without interruption and working together in a problem-solving approach. By the end of the day the students all demonstrated a good knowledge of how to start the mediation, cover the introduction and ground rules, and had developed a script to cover the basics. They did well in dealing with the personalities and moving the parties into a problem-solving mentality. We also emphasized in the training the necessity of having a clear agreement and have that written and signed so that the terms of the resolution of the problem were clear. Most but not all the cases reached an agreed resolution.

The mediation role plays were monitored by the mentors, but we did not take part, intervene, or give any suggestions. The students were left to handle the mediation and deal with any problems as best they could. After each mediation role playing session, we met as a full group, and discussed what had happened, what worked and what did not work. The Role playing was very effective as a training tool and helped the learning process.

Topics covered

The concepts which were covered by lecture, the training materials we covered in the time allowed, and the role plays were:

- Starting the Mediation
- Introduction, what is a mediation and what is the role of the mediator;
- Emphasizing Confidentiality of the process
- Establishing the Ground Rules for the parties and their conduct during the mediation, and how to control that as the mediation transpires.
- Problem Solving approach
- Public Speaking
- Active Listening
- Neutrality
- The Art of Questioning
- Dealing with Emotions of angry people
- Confirming, and writing down the terms of the agreement.

The students stayed engaged for the full day, and really enjoyed the hands-on learning of the role playing.

Thank you to AYC

Anchorage Youth Court did an excellent job of setting this up. All students are member of Anchorage Youth court, and have prior training in legal concepts, professionalism, confidentiality, and public speaker for court hearings. AYC obtained donations of several items including the space where the training was held, and the Holy Family Cathedral Conference rooms. The invoice for everytning for the first session, was \$1,710.00, below our estimate. This leaves almost \$8,300.00 available under the grant for future training sessions, and

To do and future planning

There are a few items still to do, and we need to plan for future training sessions.

- The Certificates of completion with the Pinnacle manuals were not specific or appropriate the scope of the class. We will have to create and print Certificate of attendance of five hours of Peer Mediation Introduction Training, giving credit to both AYC and Rotary. I can work on that after Thanksgiving.
- I recommend we continue and set up at least two or three more sessions, with a target of about 10 to 15 students per session.
- We will have to purchase more training manuals from Pinnacle. There is plenty of funds in the grant to cover enough training materials. If we do not use the full grant, I recommend that we go ahead and buy more materials for future classes. I found the manual to be well written, easy to follow as the instructor, and covered the concepts well, and in particular the role-playing scenarios were realistic and good for the students to use.

This project got off to a good start, and I think will be able to grow as an effective training program in the future.

I greatly appreciate the help of the East and International clubs, District 5010, and AYC.

Matt Peterson,

November 16, 2022.

Peer Mediation Training. Nov 11 2022

Participants = 25 students, 3 staff

Food

Morning & Afternoon Snacks - \$10 per person \$ 280.00

Lunch - \$20 per person \$ 560.00

One Day Food Total \$ 840.00

Misc. Costs

Misc. Training Materials \$100.00

Transportation. I.e., mileage reimbursement for staff \$50.00

Misc Total \$ 150.00

Staffing

Case Coordinator \$ 231.00 (6 hours for

Volunteer Coordinator \$ 231.00 (6 hours for

Financial/Administrative \$ 104.00 (4 hours @

Executive Director \$ 385.00 (6 hours for

On Day Total Staff Time \$ 720.00

Total Cost of 1 Day of Peer Mediation Training \$ 1,710.00

P A 10

r mediation, 2 hours for Hope training, 3 hours prep time all @ \$21/hr)

r mediation, 2 hours for Hope training, 3 hours prep time all @ \$21/hr)
\$26/hr)

r mediation, 2 hours for Hope training, 3 hours prep time all @ \$35 per hour)

From: mattkarlp@aol.com,

To: kara_mae@hotmail.com, tungs@gci.net, paul@paulpaslay.com,

Subject: Plan for Rotary Grant to Anchorage Youth Court, for Mediation Training.

Date: Sat, Apr 1, 2023 1:08 pm

Kara, Jay and Paul,

I wanted to report on the status and possible plan for the Rotary grant to AYC for Peer Mediation training. If we all agree, we can move forward as I suggest below.

Paul and I spoke this week about the District Grant, the unspent funds, and the best way to handle that. I also talked this week to Alysyn Thibault who is the Executive Director of Anchorage Youth Court.

First, Paul advised that it is easier and better to disburse the entire grant fund this year. It will be difficult to carry a balance over. It is easier to disburse the funds and close the grant this year.

With that in mind, I talked to Alysyn Thibault about how this could be handled. We have had some classes this year, the grant moneys have been used efficiently, and AYC is purchasing more training manuals for future use. However, even with those expenses, we will have about half of the total grant, close to \$5000, still unspent. There are future things planned for this program, so the balance of funds would all be used directly for peer mediation.

The following things are planned in the future:

1. AYC will plan to have another 5-hour training session in July when they have their summer program and do other training for the AYC students. They would like to train another 10-15 students;
2. Bartlett High School has a related program they are initiating of peer mediation as part of what they call a restorative justice program. Bartlett, and possibly other schools are interested in sending their students through the AYC training program. Alysyn is scheduling a time to go to Barlett later this month for an introductory presentation on the mediation training. Bartlett is a Title One school and apparently has access to some funds to purchase their own manuals, but would like to attend the classes set up by AYC;
3. AYC would plan to have another regular class in the fall for another 10-15 students;
4. In October 2023, the Anchorage Youth Court is hosting a three-day conference for all the Youth Court programs statewide throughout Alaska, to be held here in Anchorage. They would like to include an introductory session, maybe 2-3 hours, for the Youth Court students and directors from around the state, to introduce this peer mediation program.
5. The grant monies we already have, should cover these activities. The main expense is the training manuals. The instruction is by volunteers, including myself, with some help from my Rotary club members, and AYC staff. You or your club members would be welcome to participate at any time as well.
6. AYC has a number of other grants, for restricted purposes, which they manage. If we pay the full amount, even if it not yet spent, they can segregate the balance of funds to be used only for the peer mediation program, and the funds would not go into their general account.

Based on all of the above, I recommend that we spend what we can from the grant this year, and then disburse the remaining balance of the grant to AYC, to be used for the purposes of peer mediation training.

If you all agree,

1. I will set this up with Youth Court, and
2. can do the final reporting and grant paperwork to close the grant, which I believe is due by May 30.
3. I talked to our club's treasurer, and she has the funds ready to pay over to AYC once we have a final plan.

I want to let you know how much Youth Court appreciates this support from Rotary. They seem to be motivated to make this program succeed and become a regular part of the training they give to their students. Also, thanks again on my behalf to all of you and your clubs, and to the District.

Let me know if you have any questions. We will be out of state on vacation this next week through April 11, but I will be available and not as busy as I have been after that. I am hoping spring gets here by the time we get back.

Have a great week.

Matt Peterson

From: mattkarlp@aol.com,
To: áthibault@anchorageyouthcourt.org,
Cc: kcolbo@hugheswhite.com,
Subject: Anchorage Youth Court--Peer Mediation/ADR, Rotary training grant, final disbursement, and plans for summer and fall training.
Date: Mon, May 8, 2023 11:55 am

Alysyn,

I hope you are doing well with the end of the school year quickly approaching.

I wanted to confirm the plan for disbursing the remainder of the Rotary Grant funds to AYC, the plan and schedule for additional training programs and related activities regarding the Peer Mediation/ADR training grant.

The Rotary Grant funds are for the fiscal year July 1, 2022, through June 30, 2023. We have not spent all of the funds. The District 5010 grant representative advised that it is easier and better to disburse the entire grant fund this year rather than carry a balance over to next year.

Based on this, you and I have discussed the plans for that. In the trainings classes already held this year, the grant moneys have been used efficiently by AYC so will go farther than we first anticipated. Therefore, we will pay the balance of the peer mediation grant to Youth Court, 1) for purchasing more training manuals for future use, 2) conducting additional training programs this summer and fall, and 2) activities related to this. The balance of funds would all be used directly for the peer mediation training program.

You indicated AYC has the following plans and ideas for the future:

1. AYC will plan to have another regular training session in July when you have a summer program and do other training for the AYC students. If the full day of training cannot be scheduled, we will do a two- or three-hour introductory session.
2. Bartlett High School is interested and may be initiating peer mediation as part of a restorative justice program. Bartlett, and possibly other schools are interested in sending their students through an AYC training program. You are talking with administrators or faculty, about this and an introductory presentation on the mediation training. Bartlett is a Title One school and may have access to some funds to purchase their own manuals, but would like to attend the classes set up by AYC, and Bartlett students could attend training sessions, probably in the fall;
3. AYC would plan to have another regular class in the fall;
4. On October 5, 6 and 7 2023, the Anchorage Youth Court is hosting a conference for all the Youth Court programs statewide throughout Alaska, to be held here in Anchorage. You indicated that AYC would like to include an introductory session, maybe 1-2 hours, for the Youth Court students and directors from around the state, to introduce this peer mediation program.
5. As part of the grant, AYC will do presentations at local Rotary Clubs about AYC's overall program and the peer mediation training. You have already done one at the International Club recently, which I heard was outstanding, and will be at our Russian Jack Rotary club on June 6.

I think we can proceed as follows:

1. The grant monies already authorized, should cover these activities.
2. The main expense is the training manuals. The instruction is by volunteers, including myself, with some help from Rotary club members, and AYC staff, and I can get other volunteer trainers from the Bar Association Mediation Section or the Professional Mediators of Alaska group if needed.
3. AYC has a number of other grants, for restricted purposes, which you manage. When we pay the full balance amount, you can segregate the balance of funds to be used only for things related to the peer mediation program.

Based on the above plan, I recommended to the Rotary District 5010, and to the East and International Clubs, that we disburse the remaining balance of the grant to AYC, to be used for the purposes of peer mediation training. They all have agreed. I will take care of the internal Rotary reporting to close the grant once we pay the funds out.

Kim Colbo is our club's treasurer. She is copied on this email. She has the funds ready to pay to AYC once you and I have confirmed that this is the final plan. Out of the total grant funds of \$10,000, we have disbursed the amount of \$1,710. So that leaves a balance of \$8,290 for the final grant payment. Once we have finalized this plan, I will ask Kim to get you the check to AYC for that balance.

I want to let you know how much Rotary appreciates being able to work with Youth Court on this project. I heard that your recent presentation at the International Rotary club was outstanding, and it is rewarding for us to be able to help your program and students.

Let me know if you have any questions or anything to add. If this is agreeable, let us know. We will get the final check to you. I will need to know the dates for the July training so I can block that on my calendar. We can get ready as the date gets closer, and I'll line up volunteers once you know how many students will be in the class.

Thanks again and have a great week.

Matt Peterson
cell 907-301-9719.

Rotary

2022-2023 Anchorage Russian Jack

May 10, 2023

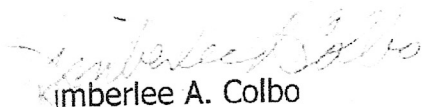
Alysyn Thibault
Executive Director
Anchorage Youth Court
838 W 4th Avenue
Anchorage, AK 99501

Re: Rotary Mediation Grant

Dear Ms. Thibault:

Enclosed are two checks totaling \$8,290, which represents the remainder of the Rotary Grant for mediation training, which I understand you will be holding in a separate account pending a need for the funds per Matt Peterson's May 8, 2023 email. Please let me know if you have any questions. Thank you.

Sincerely,



Kimberlee A. Colbo
Treasurer
Rotary Club of Anchorage Russian Jack

cc: Matt Peterson (via email only)

ANCHORAGE RUSSIAN JACK ROTARY CLUB

PO BOX 90553
ANCHORAGE, AK 99509-0553

2261

DATE 5/9/23

89-6/1252

PAY TO THE ORDER OF AVE

Seven thousand five hundred \$ 00/100 7500.00

DOLLARS

FOR Rotary Medakex Grant *Kimberly [Signature]*

⑆00226⑆ ⑆125200060⑆ 1410 993 8⑆

ANCHORAGE RUSSIAN JACK ROTARY
GAMING ACCOUNT
921 OLD KLATT RD
ANCHORAGE, AK 99515-3254

89-6/1252

1267

DATE 5/9/23

\$ 790.00

PAY TO the order of *AVE*
Seven thousand five hundred \$ 00/100
⑆ First National Bank
A L A S K A MEMBER FDIC
Kimberly [Signature]

MEMO *Rotary Medakex Grant*

⑆125200060⑆ 3048 214 5⑆ 1267

ANCHOR FILE