

Annual WSMP Program Summary Report Template

Program Period: September - August

Instructions: The following form is a template for the Annual WSMP Program Summary Report. Mentorship Program institutions submit the Annual Program Summary Report and applicable supplemental documents (e.g., Off-Campus MOU) through the online [WSMP Program Summary Report](#). Questions regarding this report can be directed to WSMP@highered.texas.gov.

Grantee Information:

INSTITUTION NAME:

Person who verified information for the Grantee's Interim Report:

Legal First Name of Verifier:

Legal Last Name of Verifier:

Position/Title of Verifier:

Is the person submitting the Grantee's Interim Report different from the Verifier named above?

Yes

No

If person submitting report is different from verifier named above:

Legal First Name of Person submitting report:

Legal Last Name of Person submitting report:

Position/Title of Person submitting report:

Grantee Report Contact Email Address:

Grantee Report Details: Program

Provide the TOTAL number of students who received mentoring/advising/tutoring:

Briefly describe your institution's WSMP program this year. Include a day-to-day employed student responsibility overview.

Briefly describe how the WSMP program will be structured in the new year. If the program will remain the same, please state this below.

Additional program accomplishments/ updates you would like to share (optional):

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Complete the following data items:		
Was Mentor/Advisor/Tutor job training completed by employed WSMP Students?	Yes	No
Was the Mentor/Advisor/Tutor assigned to a supervisor?	Yes	No
Were employed WSMP students paid a minimum of \$10.00 per hour?	Yes	No
Type of position(s) employed:	Mentor Advisor Tutor All	
Select the program structure which best describes your program:		
On-Campus Program (Serving high school students)		
On-Campus Program (Serving college students)		
Off-Campus Program (Serving high school students)		
Off-Campus Program (Serving college or high school students within a nonprofit organization setting)		
Please provide the following information about the program structure and activity types implemented:		
Did you implement an on-campus program ?	Yes	No
Reminder: Employed WSMP college/university students support college/university peers, or secondary students, on campus.		
Select the On-Campus WSMP Activity Type(s) implemented during this reporting cycle:		
First Year Experience		
Financial Aid, Literacy, or Wellness		
College Enrollment, Access, or Admissions		
College Readiness		
College Success and Completion		
Career Readiness		
Other (please provide description)		
Please provide the following information about the program structure and activity types implemented:		
Did you implement an off-campus program within a secondary school district ?	Yes	No
Did you implement an off-campus program within a nonprofit organization ?	Yes	No
Reminder: Employed WSMP college/university students may only support high school students within a secondary school district or non-profit organization setting.		
Select the Off-Campus WSMP Activity Type(s) implemented during this reporting cycle:		
First Year Experience		
Financial Aid, Literacy, or Wellness		
College Enrollment, Access, or Admissions		
College Readiness		
College Success and Completion		
Career Readiness		
Other (please provide description)		
Reminder: WSMP requires MOUs to be in place with WSMP partnering school districts or nonprofit organizations. MOUs must be provided to the Coordinating Board, should clearly state the agreement period, and state with whom the agreement is with. An MOU sample template is provided within the WSMP Guidelines. MOUs are to be submitted as attachments through the online form.		