



MENTOR
NORTH CAROLINA

TA Request Guidance Document

Go to: <https://nationalmentoringresourcecenter.org/>

- Click  at the top left of the page

- Click  on the next page

If you already have an account, Log In

If you need to create an account, click “CREATE AN ACCOUNT”

After you’ve signed in, click “Submit TTA Request”

Reference the information below to assist you in completing a request

- **Requester Information**
 - **Current OJJDP Grantee:** Choose “Yes” or “No” depending on what is true for your agency. Most programs are not OJJDP Grantees because they are not receiving money from OJJDP.
- **TTA Provider**
 - **From which provider are you requesting TTA?** Select “National Mentoring Resource Center”
- **Type of TTA**
 - Select what you feel is appropriate based on your needs
- **Target Audience**
 - Select “Mentoring Professionals” and any others you feel are appropriate based on who will be receiving and benefitting from the TA
- **Request Topics**
 - Select “Mentoring” and the appropriate subtopics
- **Request Summary**
 - **Request Summary:** Enter what you are requesting TA for / need assistance with
 - **Previous Efforts:** If you have requested TA through the NMRC for this same purpose before, explain why you are still looking for TA on this topic
 - **Goals and Outcomes:** Enter what you hope the TA will achieve for your program
 - **Resources/Consultants:** Enter “MENTOR North Carolina”
 - **When does the training or technical assistance need to begin?** Pick the option that best fits your timeline
 - **Please explain the timing of when assistance is needed...** Explain the reasoning here
- **Upload Documents That Support This Request**
 - No attachments required
- **Click “Submit”**
- You should receive a confirmation email. **Please forward that email to blavery@mentornc.org so MENTOR North Carolina knows your organization has applied.**