



## **MINI CENTER NARRATIVE INSTRUCTIONS**

### **PURPOSE**

The Mini Center Narrative is used to summarize plans for scheduled Mini Centers. Copies of completed narratives are to be forwarded to the Independent Living Rehabilitation Program Specialist at least two weeks prior to the Mini Center start date.

### **PREPARED BY**

Independent Living Rehabilitation Counselor

### **INSTRUCTIONS**

**Name of Center:** Enter the county or counties covered by the Mini Center.

**Date:** Enter the date the narrative is completed.

**Location of Center:** Enter the name of the location, i.e. Red County Senior Center, and address.

**Space:** Place an X in the appropriate block to indicate if the space is donated or rented. If rented, enter the amount of the rental.

**Dates for the Center Operation:** Enter the first and last dates of the Mini Center.

**List of Participants:** Enter the names and ages of each individual who is scheduled to participate in the Mini Center.

**Transportation Plans:** Enter the name(s) of the transportation providers and any other comments regarding transportation arrangements.

**Instructors & Resource Persons:** Enter the names of the contractual teachers and resource persons involved in the Mini Center.

**Comments:** Enter any additional comments.

### **DISTRIBUTION**

Original: ILR Counselor

Copy: District/Regional Supervisor  
IL Rehabilitation Program Specialist  
Mini Center Instructors