

Wachovia Tutoring Partnership

2001-2002 Proposal

Program Requirements:

- Participate in the Early Intervention Reading Initiative at the first-grade level.
- Use the University of Virginia's *Book Buddies* tutoring program, which follows a carefully developed design using trained volunteers supported by a certified teacher who is knowledgeable of how children learn to read.
- Attend coordinator training for the *Book Buddies* program at the University of Virginia on August 20-21, 2001.
- Follow the research-validated program design faithfully, without deviation.
- Provide two to three whole-group two-hour training sessions for the volunteers, using the video demonstration lessons of actual tutorials and a walk-through of the lesson plan.
- Require all participating staff and volunteers to attend training sessions and ensure training of replacements.
- Assign/hire a site coordinator/volunteer recruiter to manage the program. (This person must be a reading specialist or a teacher with five years of elementary reading experience because they will be writing the lesson plans for the tutors to follow.)
- Maintain service to 15 first graders reading below grade level as indicated by the required assessment. Any students who drop out of the program must be replaced to maintain the required number of students (15).
- Offer the tutoring as a before-school or after-school program. (If this is not possible, a plan must be devised to ensure that the students will not be tutored during their language arts block.)
- Provide tutoring sessions that are at least 45 minutes in length, as indicated in the *Book Buddies* manual, meet at least twice a week, for a minimum of 25 weeks, and a total of at least 50 sessions.
- Evaluate students using the PALS assessment and enter the required test data (by or before the specified dates) to the University of Virginia Wachovia Tutoring Partnership Web site.
- Agree to be videotaped as a model site, if asked.
- Submit an interim and final report per the program agreement.

Marketing Plan and Publicity Requirements:

- The program will be known as the **Wachovia Tutoring Partnership**, which supports Virginia Reads.
- Labels will be provided to be placed on all materials purchased, such as the *Book Buddies* manual and the decodable readers for the students, indicating that they were purchased with grant funds provided by Wachovia Bank.
- A local Wachovia representative will be invited to a PTA meeting at which time the principal will acknowledge the grant award and explain the program.
- All correspondence concerning the **Wachovia Tutoring Partnership** program will contain the phrase that this program is being funded by a grant from Wachovia Bank. This includes letters to parents asking permission for their children to participate in the program and any articles written for the school's newspaper.

Please consider the above requirements carefully before answering the following questions. Your response to each question may receive a score of up to five points for a total of 30 points per proposal. Schools throughout the state receiving the highest scores will be selected to participate in the **Wachovia Tutoring Partnership**. In the case of a tie, the evaluation panel will take into consideration other funds your school is currently receiving for reading. All proposals must be typewritten or prepared on a computer using 12-point font. Responses to questions 1 through 4 must be limited to one-half page each. You may use up to one full page to respond to questions 5 and 6. Return attachments A and C with your proposal.