Part II: Section B - Critical Components of the Application Narrative Worksheet

Section B: Critical Components of the Application requires written narratives and five attached files. Each element is described in the Request for Applications for the 2024 Implementation Consultant Review.

This worksheet collects the required written narratives for Part II: Section B. Complete the required components of this worksheet and save it as a PDF using the naming convention: *Company Name_SBWorksheet_mm.dd.yy*

Directions:
Prepare the required Part II: Section B file attachments, including this worksheet, prior to filling out the Part II ELG Implementation Consultant Review Smartsheet application. Applicants should reference the Implementation Consultant Review Request for Applications for detailed directions on what to include in each element.

All files requested in this section should be saved using the provided naming conventions. After files have been prepared and saved accordingly, complete the Part II ELG implementation Consultant Review Smartsheet application. The following files will need to be attached via the Smartsheet form:

☐ **Completed Section B Narrative Worksheet** described in **Part II: Section B – 1) History of School and /or District Improvement** (this PDF)
   o Company Name_SBWorksheet_mm.dd.yy

☐ Two letters of reference described in **Part II: Section B – 1) History of School and /or District Improvement** (combined into one single PDF file)
   o Company Name_LoR_mm.dd.yy

☐ Long-term Implementation Plan described in **Part II: Section B – 3) System Alignment – School Leadership, School Culture and Systems Analysis** *and* **Section B – 4) Professional Development and Supports** (combined into one single PDF file)
   o Company Name_Plan_mm.dd.yy

☐ Résumé(s) described in **Part II: Section B – 6) Résumé** (combined into one single PDF file if submitting more than one resume for consultants under the same company)
   o Company Name_Resume_mm.dd.yy

☐ Price Structure Worksheet described in **Part II: Section B - 7: Price Structure** (CDE – provided PDF)
   o Company Name_Pricing_mm.dd.yy

Please note:
 Documents submitted must not contain any personally identifiable student or educator information including names, identification numbers, or anything that could identify an individual.

1. History of School and/or District Improvement

Potential ELG Implementation Consultants must demonstrate a history of providing support that led to significant improvement in 1) reading achievement, 2) educator effectiveness, and 3) the overall system at the school and/or district level.

Include written narrative that demonstrates a history of providing school and/or district support that led to significant improvement in:
1. Reading achievement
2. Educator effectiveness and
3. The overall system at the school and/or district level

Applicants that have supported ELG schools in the past will need to include a list of the ELG schools they supported and the years they supported these schools in their narrative.

Include two recent reference letters that speak to each element of this history, from clients supported within the last three years. Each reference letter does not have to address all three elements. Collectively, the reference letters should address all three elements. (Attach this completed file and both letters in a single PDF file to the Part II ELG Implementation Consultant Smartsheet application).

2. Scientifically Based Reading Research and Instruction

Provide a written narrative that demonstrates a deep understanding of the science of reading and scientifically and evidence-based practices in teaching reading.

Responses must adequately address:
1. Current reading research
2. The five components of reading (phonemic awareness, phonics, fluency, vocabulary, and comprehension), oral language development, writing and related instruction
3. Reading instruction for multilingual learners
4. Why some students struggle with learning how to read, including dyslexia
5. Specific names of trainings you have participated in

5.Training:

List any official trainings they have participated in on the following topics:

- Adult learning theory
- Coaching
- The science of reading
- Professional Certification (e.g. Reading Specialist, CALP, CALT, etc.)

Additional Components (Optional)

In addition to the components listed above, applicants may also include information on their experience and expertise in the following areas. (These are not required areas of experience and expertise but will provide additional information for grantees in search of an ELG Implementation Consultant with a specific skillset.) Please make sure to include all related training, experience (including years), credentials and languages used at the professional level.

1. Dyslexia
2. Disabilities other than dyslexia that impact a student's ability to read
3. Dual language, bilingual, and immersion programs
4. Literacy support for 4th through 12th grade
5. Early literacy support for ages birth through five