

HQIM in English Language Arts: Core Curriculum and Instructional Materials Request for Applications

FREQUENTLY ASKED QUESTIONS FOR INTERESTED APPLICANTS

1. How can a vendor indicate their interest or intent to submit an application?

If a vendor meets the eligibility criteria identified in the request for applications, an intent to apply is required as part of the vendor's Phase 1 application. Emails to the Department stating intent to submit for review are not considered a substitute for submitting a Phase 1B Intent to Apply.

2. When can vendors submit applications for consideration?

Phase 1 applications are due by 4 p.m. EST on **December 13, 2023**. Phase 2 applications are due by 4 p.m. EST on January 31, 2024. Incomplete submissions or late applications may not be considered.

3. What support is available for interested applicants?

In addition to this set of frequently asked questions, interested applicants may direct questions about application or submission requirements to ELAMaterialsReview@education.ohio.gov. [Informational videos](#) are also available on the Department's webpage about the request for applications.

4. What is the anticipated timeline for vendor approval?

The Department anticipates notifying applicants of Phase 1 approval or denial in early January 2024. Applicants whose materials are approved under Phase 1A: Limited Alignment Review will be added to the Department's initial approved list of high-quality core curriculum and instructional materials. Phase 1B Intent to Apply applicants will receive notification of denial or request to submit Phase 2 application. Notification of Phase 2 approval or denial is anticipated in late February 2024.

The Department will make every effort to meet this timeline, but variation may occur. Applicants are encouraged to check the Department's webpage frequently for updated information.

5. If a vendor is denied, will any feedback from the Department's review be provided?

If materials are not approved for inclusion on the approved list following the Phase 2 review, the vendor may submit a written appeal to the Department no later than ten business days after receiving notification. Grounds for written appeal will be limited to an explanation of why the submission met the evaluation criteria that was identified and posted by the Department. Entities with materials not receiving approval will receive explanatory notes and a scoring summary from the Department.

6. When will the approved list be updated?

The Department will announce the next open application window and review cycle, including identifying any new materials that meet eligibility criteria for immediate identification for the approved list or the Department's phased review process. Future application and review cycles will be noted on the [High-Quality Instructional Materials in English Language Arts](#) webpage.

7. If materials in kindergarten-grade 5 are not rated on EdReports, are the materials eligible to be reviewed?

Kindergarten-grade 5 core curriculum and instructional materials not currently reviewed by EdReports may be eligible to apply for a foundational skills review in one of the following areas:

- K-2 Supplemental Foundational Skills (address all Reading Foundational Skills standards that include alphabet knowledge, phonological awareness, phonics, fluency and spelling).
- K-2 Core Comprehensive English Language Arts.
- 3-5 Core Comprehensive English Language Arts.

To be eligible for the Department's foundational skills review under the alternative pathway, applicants must provide evidence of a satisfactory report of a quality review for the materials by another state department of education that includes the following non-negotiable components:

- Review for alignment to standards and practices for foundational skills instruction, aligned with the science of reading and strategies for effective literacy instruction.
- Review for classroom application and use.

8. If a vendor works closely with another state department of education or within Ohio related to professional development, can that information be considered a satisfactory report of a quality review of the materials?

To be eligible for the Department's foundational skills review under the alternative pathway, applicants must provide evidence of a satisfactory report of a quality review for the materials by another state department of education. This quality review must directly pertain to the set or edition of materials for which approval is being sought. Reviews that pertain to the vendor in general or a vendor's other products do not meet the requirement as requested.

9. If a vendor's materials are automatically included on the approved list for grades K-2, does an application need to be submitted for the program materials in grades 3-5 if approval is desired for those grade bands as well?

An application must be submitted for any additional grade levels for which approval is sought, beyond those identified for immediate identification.

10. If a vendor’s materials are available for some but not all grade levels encompassed in the approved list, can the vendor still apply?

Vendors should indicate on their application the individual grade levels the materials address and for which grade bands approval is sought. Materials that span across grade bands should seek approval in both grade bands. Materials may be approved for individual grade levels within a band if the materials’ instructional programming only extends for specific grade levels within that band.

For example, a vendor with materials that span grades K-3 should indicate they wish to be reviewed for the grades K-2 and 3-5 bands, noting on their cover page the exact grades of instructional programming as kindergarten, 1st grade, 2nd grade and 3rd grade.

However, vendors with supplemental foundational skills materials that extend beyond grades K-2 should only apply for review within the K-2 grade band if their programming in grade 3 or above is not considered to be a core comprehensive program. The vendor may note that their exact grades of instructional programming on their application as including 3rd grade to make this information available to districts if approved.

11. How will single-literacy component instructional materials be evaluated?

The Department’s approved list of core curriculum and instructional materials includes supplemental foundational skills programs that provide comprehensive instruction in standards for foundational skills, including phonological awareness, phonics, fluency and spelling. Supplemental foundational skills programs must be paired with a core comprehensive program or a core no foundational skills instructional program.

Single-literacy component instructional materials, including materials that do not provide instruction in the full breadth of foundational skills standards, are not eligible for the core curriculum and instructional materials review process.

The Department will develop guidance for districts and community schools on the use of single-literacy component instructional materials that are designed to be used in conjunction with high-quality core curriculum and instructional materials, based on data and student skill needs, that align with the science of reading and effective strategies for literacy instruction.

12. When will information be available on the process of establishing an approved list of reading intervention programs?

The Department’s process to establish an approved list of reading intervention programs for prekindergarten to grade 12 is currently under development. Information regarding the approval process for prekindergarten to grade 12 reading intervention materials will be available in late 2023.