

Evidence-Based Reading Intervention Programs Request for Applications

FREQUENTLY ASKED QUESTIONS FOR INTERESTED APPLICANTS

1. When can vendors submit materials for consideration?

Program review applications are due by 4 p.m. EST on **February 29, 2024**. Incomplete submissions or late applications may not be considered.

2. How can a vendor submit an application?

Applications must be submitted online via the Department's submission and document upload system. However, vendors intending to submit an application for review of their reading intervention program must first submit the [Intent to Apply form](#) by 4:00 p.m. Eastern on **February 22, 2024** in order to receive access to the submission and document upload system. Instructions on submitting required application materials will be provided following submission and confirmation of the Intent to Apply form. Incomplete or late submissions of the intent to apply may not be confirmed.

Interested applicants are encouraged to submit their intent to apply well in advance of the requested date to allow for sufficient time to access the submission link before the application deadline and to allow the Department to adequately plan for the review process.

Submission of the Intent to Apply does not guarantee programs will be approved for inclusion on the list. Programs must meet the criteria set forth in the request for applications under the program application and review for inclusion on the approved list.

3. When will the Department's next application cycle be for evidence-based reading intervention programs?

The Department will announce the next open application window and review cycle later this year. Future application and review cycles will be noted on the [High-Quality Instructional Materials in English Language Arts](#) webpage.

4. If materials have been or are in the process of being reviewed as part of the request for applications for core curriculum and instructional materials, can the same materials be submitted for intervention program review?

There is no requirement that materials only be evaluated or approved for only one of the Department's approved lists. If a vendor submitted materials for consideration as core curriculum and instructional materials and feels that the materials also meet the requirements and criteria set forth for reading intervention program review, the vendor may submit an application for review of their reading intervention program.

Vendors are encouraged to review the requirements and review criteria in the request for applications, including the [Prekindergarten-Grade 12 Reading Intervention Program Review Rubric](#), for more information on the specific indicators related to program features and instructional design components that will be evaluated.

5. If a vendor works closely with Ohio districts or other entities to provide tutoring services for students in reading, is the vendor eligible to apply?

Interested applicants are encouraged to review the eligibility requirements and criteria set forth in the [Request for Applications for the Approved List of Evidence-Based Reading Intervention Programs](#). To be eligible for review, programs must be submitted on behalf of the respective vendor and applicants must provide all requested information and documentation by the deadlines provided by the Department.

The Department's approved list of evidence-based reading intervention programs is designed to support districts and schools in meeting the requirements in state law regarding the use of evidence-based reading intervention programs that are aligned with the science of reading and strategies for effective literacy instruction. The Department defines reading intervention programs as systematic and targeted instructional materials used to teach language and literacy skills in small groups or individually at a particular grade level that match the specific individual needs of students, aligned with evidence-based practices for language and literacy instruction; these programs are systematic, involving carefully planned instructional sequences and progress monitoring. They include ways to intensify instruction to provide more instructional time, practice, and opportunities for individualized or specific feedback to students who are at risk so they will catch up to grade-level expectations at an accelerated rate.

Vendors that provide a variety of individualized tutoring services for students in reading should refer to the information on the Department's website regarding the [approved vendor directory for high-quality tutoring](#).

6. Are vendors permitted to submit additional evidence or documentation beyond what the Department has requested to support the application?

No additional documents or materials are permitted outside the application documents referenced in the request for applications. All information entered on application documents must be in Source Sans Pro font, size 12. No images or graphics are permitted on application documents provided by the Department. No hyperlinks to Google Drive, SharePoint, or file storage and/or retrieval sites are permitted on application documents.

All application files must be submitted in PDF format, with individual files not to exceed 100 MB. The following formats are **not** acceptable for submission:

- Online access to Google Drive or SharePoint files.
- Online access to Dropbox or document retrieval sites.
- Uploaded documents in any format other than PDF.

7. Are vendors permitted to submit more than one file or document if the required submission element exceeds the file size limit?

One of the required application documents is program materials, if submitting as a PDF file instead of as access to the program or vendor’s digital platform. If a vendor’s program materials documentation exceeds 100 MB as a single file, multiple submitted documents are permitted for program materials **only**. Submitted application documents for program materials must follow the naming convention set forth in the Request for Applications with numerical indicators of the order of documentation, if submitting more than 1 file. For example:

- Program Name_Edition_Vendor or Applicant Name_Program Materials1
- Program Name_Edition_Vendor or Applicant Name_Program Materials2

8. Applicants must attest to understanding of Ohio’s Textbook Pricing and Accessibility Compliant Policies. Are all approved reading intervention programs subject to this policy?

Publishers and vendors are responsible for determining whether their program or materials are subject to Ohio’s Textbook Pricing and Accessibility Compliant Policies. Publishers and vendors may wish to consult with the districts they serve when evaluating whether their program or materials are subject to these policies and eligible for adoption and purchase by those districts. These policies may apply to publishers or vendors seeking approval for the list of evidence-based reading intervention programs. The Department encourages applicants requesting to be placed on the list to review chapter 3329 of the Ohio Revised Code and division 3301-51-21 of the Ohio Administrative Code carefully to assess the applicability of those requirements to their program or materials so that districts and schools have the option of purchasing them should the program or materials be approved for inclusion on the approved list. Vendors are responsible for ensuring compliance with Ohio’s Textbook Pricing and Accessibility Compliant Policies if applicable to the program or materials that are included on the approved list of evidence-based reading intervention programs.

Vendors that have programs included on the Department’s approved list of evidence-based reading intervention programs must also request to be placed on the Pricing and Accessibility Compliant List, if applicable. More information about requirements for the [adoption and purchase of textbooks](#) is available on the Department’s website. For more information, please contact Lacey Snoke at Lacey.Snoke@education.ohio.gov.

9. Do approved evidence-based reading intervention programs need to be printed programs or are digital programs permitted?

State law does not require approved evidence-based reading intervention programs to be in a particular form or medium, such as print, digital, or electronic. The Department will accept applications for the approved list of evidence-based reading intervention programs for eligible reading intervention programs in printed, digital, or electronic form, but applications and program materials must be submitted in digital or online format as PDF files as described in the Request for Applications.

Vendors are encouraged to review the requirements and review criteria in the request for applications, including the [Prekindergarten-Grade 12 Reading Intervention Program Review Rubric](#), for more information on the specific indicators related to program features and instructional design components that will be evaluated.

10. What support is available for interested applicants?

In addition to this set of frequently asked questions, interested applicants may direct further questions about application or submission requirements to ELAMaterialsReview@education.ohio.gov. An [informational video](#) is also available on the Department’s webpage about the Request for Applications for the Approved List of Evidence-Based Reading Intervention Programs.