Anyone proposing to present MVWP programming will complete a proposal. The proposal is really a detailed plan and a statement of intention. Proposals will be reviewed by the MVWP staff and the MVWP advisory board. The purpose of the review will be to determine if the proposed program fulfills National Writing Project principles, if it would make a positive and productive addition to MVWP offerings, and if it is feasible. Reviewers will have the opportunity to add feedback that will be returned to the proposer. Once the review is competed, the proposer will work out a specific plan with MVWP staff for delivering the program.
Names and contact info for proposer(s):

<table>
<thead>
<tr>
<th>NAME</th>
<th>Mailing address</th>
<th>Phone</th>
<th>e-mail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Patricia</td>
<td>1501 N. Madison St.</td>
<td>315-337-2706</td>
<td><a href="mailto:pfallon@twcny.rr.com">pfallon@twcny.rr.com</a></td>
</tr>
<tr>
<td>Fallon</td>
<td>Rome, NY 13440</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Please describe your proposed program in terms of goals and outcomes. What do you hope to accomplish in the program? What artifacts and data do you plan to collect? What outcomes do you hope to achieve? How will you assess those outcomes?

**Americans are beginning to realize the importance of writing instruction.** Increasingly, teachers are asked to instruct writing. Yet, many teachers do not have the necessary background knowledge or skills to undertake this task. The purpose of this program is to provide teachers with the background knowledge and skills to succeed in this endeavor.

By the end of this program, teachers will:
- Improve their own writing fluency
- Identify and define the essential characteristics of writing instruction
- Know what each component looks like
- Explore and share strategies for teaching each element

I will create entry, exit, and follow-up surveys to determine what the participants knew when they entered, what they learned, and to what degree they are applying the learning to their instruction a month later.
Please describe the program you propose.

<table>
<thead>
<tr>
<th>For whom is it intended?</th>
<th>Teachers in grades three through five. It can be adapted for teachers in grades six through eight.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Will your program be open to all interested participants or will there be a selection process?</td>
<td>Open</td>
</tr>
<tr>
<td>Number of sessions?</td>
<td>Five</td>
</tr>
<tr>
<td>Length of each session (minutes)?</td>
<td>Three hours</td>
</tr>
<tr>
<td>Is this a professional development program, a writers' workshop, a young writers' program, a conference presentation or other?</td>
<td>Professional Development</td>
</tr>
<tr>
<td>What is the purpose of your program?</td>
<td>To provide teachers with the necessary background information, skills and strategies to instruct writing.</td>
</tr>
<tr>
<td>When and where do you plan to offer your program in terms of time of year, time of day, and location?</td>
<td>April 24, May 1, 8, 15, and 22 4:00p.m.-7:00p.m. Media Center, Annsville Elementary School</td>
</tr>
</tbody>
</table>

Please attach a draft announcement/flyer/registration form for your program.
Writing Can Make a Difference

Co-Sponsored by Camden Central School District & Mohawk Valley Writing Project, Local affiliate of The National Writing Project

OVERVIEW: This is a hands-on workshop in which participants will build writing fluency. In addition, teachers will develop lessons that incorporate voice, show not tell, leads, and writing small (details). All of which can make a difference between a score of three or four on the NYS ELA Assessments. Each teacher will receive a copy of What a Writer Needs. This workshop focuses on grades 3 thru 5.

FORMAT: This workshop will meet for five, three hour sessions. Participants will develop three writing lessons and share one ‘research-based’ writing strategy.

DATES: Thursday, April 24
Thursday, May 1
Thursday, May 8
Thursday, May 15
Thursday, May 22

LOCATION: Annsville Media Center

TIME: 4:00-7:00 (all sessions)

INSTRUCTOR: Patricia Fallon

MATERIALS PROVIDED: What a Writer Needs

APPLICATION: Please fill out the attached registration and send it to:
Adja Williams
District Office
*Participants need to participate in all sessions.
*Coffee, tea and water will be provided.
*This is a grant-funded opportunity. Teachers will be paid the curriculum rate per CTA contract at completion of final project.

Writing Can Make a Difference

NAME ____________________________

GRADE: __________________________

SCHOOL: _________________________

DATES: Thursday, April 24
        Thursday, May 15
        Thursday, May 1
        Thursday, May 8
        Thursday, May 22
MVWP Program Proposal

Name: Patricia Fallon

Program Title: Writing Can Make A Difference!

Date: March 24, 2008

TIME: 4:00-7:00 (all sessions)

PLEASE NOTE:

* Participants need to participate in all sessions.

* This is a grant-funded opportunity. Teachers will be paid the curriculum rate per CTA contract upon completion of the workshop.

* Coffee, tea and water will be provided.
Please block out the timing of your program in minutes. If you are planning more than one session, feel free to use more than one page. Use this to show that your program will fulfill National Writing Project principles.

<table>
<thead>
<tr>
<th>MINUTES</th>
<th>ACTIVITY</th>
</tr>
</thead>
<tbody>
<tr>
<td>4:00-4:15</td>
<td>Writing Prompt/Discussion of Prompt</td>
</tr>
<tr>
<td></td>
<td>Facilitator will provide an overview of the course and discuss expectations during the first session.</td>
</tr>
<tr>
<td>4:15-4:40</td>
<td>Participants will discuss and share the writing lessons that they did with their class during sessions 2, 3, and 4. This lesson is based upon the previous week’s learning.</td>
</tr>
<tr>
<td></td>
<td>Teachers will share and discuss a “research based” writing strategy during the last session.</td>
</tr>
<tr>
<td>4:40-6:45</td>
<td>Presentation, discussion, and activities. The format will be the same each week and it supports the essential questions for each evening: What is________? What do I look for? What are some strategies I can use to teach_____?</td>
</tr>
<tr>
<td>6:45-7:00</td>
<td>Summarize learning in notebook</td>
</tr>
</tbody>
</table>
What specific materials will you use in presenting your program?

- *What A Writer Needs* by Ralph Fletcher
- PowerPoint

What materials will be provided to the participants in your program?

- A composition notebook
- *What A Writer Needs*

What media support (equipment, internet connection, etc.) will be required for your program?

- Smart Cart
Does your program involve training in the use of technology to teach? (Please include details.)

No
Please outline the financial profile of your program.

<table>
<thead>
<tr>
<th>What fees will participants be charged?</th>
<th>None</th>
</tr>
</thead>
<tbody>
<tr>
<td>How will the fees be funded (out of pocket, district funds, grant funds, etc.?)</td>
<td>District funds</td>
</tr>
<tr>
<td>How many hours will you bill the Mohawk Valley Writing Project for your work?</td>
<td>15 hours of planning</td>
</tr>
<tr>
<td>Explain contact hours/credits/inservice hours earned by participants in your program.</td>
<td>Teachers will be paid for 15 hours at the conclusion of this program</td>
</tr>
<tr>
<td>Explain any expenses incurred by your program and how they will be funded. (Include materials, fees, etc.)</td>
<td>The district will fund all expenses with the exception of 15 hours of planning for me.</td>
</tr>
<tr>
<td>Explain any potential partnerships/co-sponsorships between MVWP and other agencies in supporting your program.</td>
<td>See above</td>
</tr>
<tr>
<td>Do you have any plans to seek outside sponsorship (grants, etc.) to support your program?</td>
<td>Not at this time</td>
</tr>
</tbody>
</table>
Please identify all the presenters involved in your program, including their professional roles, their affiliations, and the year they attended Summer Institute. Please provide contact information for each presenter.

Patricia Fallon
1501 North Madison St.
Rome, NY 13440
315-337-2706
pfallon@twcny.rr.com

Principal, Annsville Elementary School
9374 Main Street
Taberg, New York 13471
315-334-8030
pfallon@camdencsd.org