

Date: \_\_\_\_\_

Project Adult Literacy  
2025 Rochelle Hoffman Memorial Award  
Nomination Form

The Rochelle Hoffman Memorial Award was established in 2006 to honor the memory of a special woman. Rochelle was a long-time literacy tutor who embraced her role as an educator, community leader, and mother. Her family and friends established this special award and fund to recognize the achievements of outstanding learners in the program. Please complete this nomination form if you believe your learner deserves to be recognized for outstanding achievement. **The deadline to submit nominations by email or in-person is July 31<sup>st</sup>, 2025.**

Tutor Name: \_\_\_\_\_ Learner Name: \_\_\_\_\_

Date matched: \_\_\_\_\_

1. Has your learner been in the program for at least 6 months?    Yes            No

2. What is the primary goal your learner is working on?

3. What other goals is your learner working on?

4. What goals has your learner achieved? If you learner has not achieved any goals yet, why not?

**5. What resources (e.g., books, websites) is your learner using to improve their literacy skills?**

**6. Have you experienced any of the following challenges with your learner?**

Learner did not do homework assignments

Learner frequently rescheduled (e.g., at least once per month)

Learner frequently arrived to tutoring unprepared

Learner was not focused on literacy related goals

**7. If you experienced any of the previous challenges, how were the challenges resolved?**

**8. Has your learner participated in any PAL classes? Please describe.**

**9. Has your learner participated in Writer to Writer? Please describe.**

**10. Has your learner participated in In Our Own Words? Please describe.**

**11. Are there any other programs or events your learner has participated in?**

**12. How has tutoring helped your learner become more successful at home, at work or in the community?**

**13. Please describe how your learner engages in the English-speaking community.**

**14. Are there special circumstances to consider? If so, please explain.**

**15. In 250 words or less, please explain why you feel this learner should be awarded the Hoffman Memorial Award.**

**Please contact the literacy office at [literacy@newportbeachca.gov](mailto:literacy@newportbeachca.gov)**

**or 949-717-3874 if you have any questions.**