

## CARE Fund Special Projects Grant Summary Report 2014-15



### How the funds were used:

The LPC Tutorial Center was awarded \$240 from the CARE Fund Special Projects Grant to purchase a paper trimmer and a new Tutor File mobile cart.

### Outcomes report:

Because of the money provided through this CARE grant, the ever-growing LPC Tutorial Center has been able to get better organized. Each tutor has a file and since 2007 those files have been located in a plastic file bin (see photo in lower left). Since we began using the box, we have increased from 44 to 67 tutors. The tutor file box was over-filled--making it difficult for tutors to get their assignments and communications. Using the CARE funds, I purchased a large, metal, rolling, hanging-file cart that holds over 100 files with room to spare (see top left photo). This not only looks better, it allows tutors to easily use their files without frustration. I also purchased a paper trimmer (see lower right photo) for the varied needs that staff and tutors have in cutting paper, making bookmarks, cutting flyers, and creating student materials. Thank you for your investment, through this CARE grant, in the tutors who work in the LPC Tutorial Center.

Sincerely,

Pauline Trummel  
Tutorial Programs Instructor/Coordinator