



Biblioneef South Africa NPC

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APPLICATION GUIDELINES

Biblioneef donates new storybooks to under-resourced children's organisations throughout South Africa. Children's organisations with an educational focus can apply e.g. Schools, children's homes, and literacy organisations. We want to give every child the opportunity to read in their local language. Most of our beautifully illustrated and colourful storybooks written by South African authors and are relevant to an African child.

To apply for a donation of storybooks, the organisation should have a dire need for books especially in the children's mother tongue. Organisations need to write a request letter, on the organisation's letterhead, using points 1-7 as a guideline and send it to the Biblioneef office either by fax, email or post.

Application Guidelines

1. Provide a short description of your organisation, its background and how you heard about Biblioneef. Your physical (street) address, province and contact numbers should appear in your letter.
2. The number of children that will have access to the books.
3. The class grades and/or the age group of the children at your school/organisation.
4. The home language of the children (e.g. 80% isiXhosa speaking, 20% Afrikaans speaking).
5. The name of the person that will be responsible for taking care and managing the books.
6. Give us an outline of a simple plan of how you intend to use the books after your organisation receives the donation from Biblioneef. (in the Classroom or school library, Book clubs or storytelling sessions)
7. How many storybooks does your school currently have?

Biblioneef's process once we receive your letter:

- Biblioneef will be in contact with your organisation if we need more information.
- We will send you a simple agreement form to read and complete.
- Once this signed agreement has reached our office, we will select your books and you will have the following options of receiving the books:
 - a) Courier to your door. Partial cost will be covered by your organisation; or
 - b) Use the PostNet to PostNet service at our cost; or
 - c) you can arrange to collect it from our office in Pinelands.

Beneficiaries Responsibilities:

- To read and complete the Biblioneef agreement form which we will send to you after receiving your application letter.
- Your responsibility is firstly to use the Biblioneef books.
- To give Biblioneef a report after 6 months of receiving our books on the use of the books and whether it has helped to instil a love for stories and reading at your organisation/school.
- To pay it forward by doing a good deed in your community in return for the donation of books you received. (E.g. sing for the aged, read to the sick, pick up dirt/rubbish in the community etc.)