

October 7, 2010

Dear Friend/Prospective Supporter,

RE: Request for Donations for "The Little Library Community Project "

The Little Library Community Project (LLCP) is a literacy project that will be established in the Regent Estate area of Mikocheni 'A' in November 2010 to promote literacy and a reading culture by providing the residents and primary school community with access to books and reading materials. The Project was born from the desire to "give back" to the community by supporting the learning process for students and teachers from disadvantaged backgrounds.

The purpose of this letter is to introduce the Project to you and to request any moral, material and in-kind assistance you may be able to grant us to help us establish our community library and outreach programmes. How can you help? You can assist us by:

- Donating new and used books, journals and periodicals;
- Donating educational tapes, CDs, VCDs and DVDs;
- Purchasing and donating textbooks from our list of required primary school books;
- Sponsoring intern Librarians.

Donations can either be dropped off at the Little Library or picked up from a designated collection point. Our October 2010 pre-opening hours are: Tuesday/Thursday 1.00pm- 4.00pm, Saturday 10.00am – 1.00pm.

We thank you for your anticipated support and hereby attach a Project Overview and a flyer for further information.

Yours faithfully,

A handwritten signature in cursive script that reads 'Victoria T. Chale'.

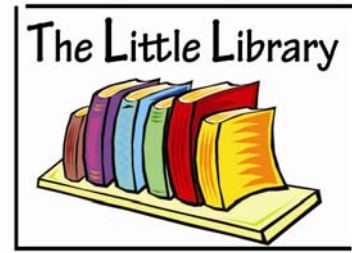
Victoria T. Chale (Ms.)

Project Leader

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Plot 327 Chwaku Street | Regent Estate, Mikocheni A | P.O. Box 33709 | Dar es Salaam, Tanzania

Mobile: +255 753 014114 | Email: littlelibrarytz@gmail.com



Project Overview

1. Project Aims

The Project will fight illiteracy, support the Government of Tanzania's education policies and help to build a reading culture by providing access to books and other media to primary schools and surrounding communities. The Project will consist of a fixed community library, a schools outreach programme as well as a mobile library.

2. Project Phases

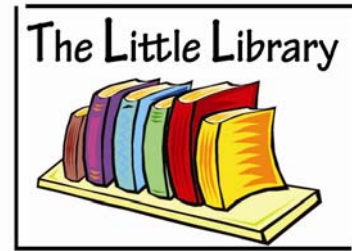
The Project will be rolled out in phases as follows:

- > Phase I - Establishment of Community Support Programme (CSP) vide set up of a community library;
- > Phase II – Establishment of Schools Support Programme (SSP) vide set up of the Textbook and Resource Packs (TRPs) programme component;
- > Phase III – Establishment of Schools Support Programme (SSP) vide set up of Mobile Library Services (MLS).

3. Project Focus Areas

The Little Library Project will have two main programmes, the Schools Support Programme (SSP) and the Community Support Programme (CSP). The Schools Support Programme will have two sub-areas: the Textbook and Resource Packs (TRP) and the Mobile Library Services (MLS). The Community Support Programme will offer basic library services and an internet facility for online library access.

The Schools Support Programme will be rolled out in phases starting with the Textbook Resource Packs which will be a book grant/donation programme followed by the Mobile Library Service which will be a book



delivery service. Using privately sourced resources and a “social entrepreneurship approach” the Little Library will source and supply beneficiary schools with Ministry of Education approved textbooks and supplementary reading materials for students and teachers.

4. Target Beneficiaries

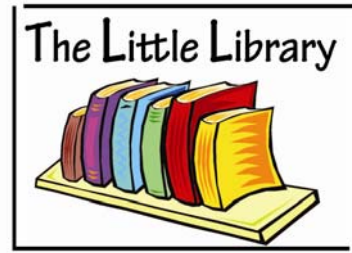
The first and main beneficiaries shall be primary school pupils in particular the Mikocheni Primary school which is within close proximity to the Library and the secondary beneficiaries shall be other schools and educational institutions, residents and employees of business establishments.

5. Project Status

We are currently implementing Phase I of the Project - the establishment of the community library and have secured premises to set up a small library located in Regent Estate, Mikocheni A, in the Kinondoni District of Dar es Salaam.

The library was registered with The Business Registration and Licensing Agency (BRELA) under the name “The Little Library” on 7th October 2009 and a business license was obtained from the Kinondoni Municipality on 15th October 2009. The landlord from whom the library premises are leased is very supportive of the Project and has sanctioned plans to build an extension of the library on the premises depending on user needs and availability of funds.

At the present time we have a small stock of a few reference and story books that were donated by well-wishers and are sourcing for additional resources. We have also carried out a needs assessment at our target beneficiary school and have compiled a list of the Ministry of Education approved textbooks required which we have pledged to support them to acquire so as to bring down the book to student ratio from 1:6 to 1:1.



We have secured library premises and are currently in the pre-opening phase with a target opening date of November 2010.

6. Funding Sources

Funding for the LLCP has been provided by the Project Founder who has to date spent Tsh.5,000,000.00 of her personal funds to start the Project. This includes expenses incurred while securing the premises, renovation and fitting, registration, licensing and hiring a watchman to guard the Library.

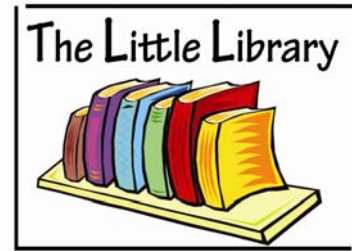
In future we expect to secure funds and in-kind donations from individual well wishers and corporate institutions who will be interested to support the Project.

7. Challenges Encountered and Foreseen

Apart from fundraising challenges, we faced minor problems when registering the business name and obtaining the business license caused by a lack of understanding by the licensing authorities who found the project "unusual" and had difficulty understanding the concept and motivation however, once the Project was explained to them they offered their encouragement and support.

Since the project is still at its inception, we are expecting to obtain graduates to volunteer and work in our library. In response to our request for assistance, The Tanganyika Library Services has offered to send us their Library Interns to undergo their practical training at the Library and to also provide us with technical and professional support with our operations.

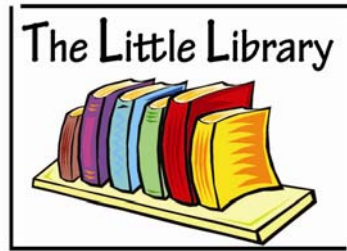
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Annex B

Required Primary School Textbooks (July 2010 Prices)

S/N	CLASS	TEXT BOOKS	DSM LIBRARY	TZ. PUB. HOUSE	OXFORD
1	STD 4	GEOGRAPHY STD 4	4,800.00	6,000.00	5,000.00
		HISTORY STD 4	4,800.00		
		CIVICS STD 4	4,800.00	4,500.00	4,700.00
		MATHEMATICS STD 4	5,000.00		
		KISWAHILI STD 4	4,800.00		
		SCIENCE STD 4	4,800.00	5,000.00	5,200.00
		TEHAMA		4,500.00	
		ENGLISH	5,000.00		
		ATLAS	7,000.00		
		WORLD WALL MAP	18,000.00		
2	STD 5	GEOGRAPHY STD 5	5,500.00		
		HISTORY STD 5	5,500.00	5,000.00	5,400.00
		CIVICS STD 4	5,500.00	5,000.00	5,500.00
		MATHEMATICS STD 5	6,500.00		
		KISWAHILI STD 5	5,300.00		
		TEHAMA	5,800.00	5,000.00	4,500.00
		SCIENCE STD 5	5,800.00	5,000.00	5,500.00
		ATLAS	7,000.00		
		WORLD WALL MAP	18,000.00		
3	STD 6	GEOGRAPHY STD 6	5,800.00	5,500.00	5,500.00
		HISTORY STD 6	5,800.00	6,000.00	5,700.00
		CIVICS STD 6	5,800.00		5,700.00
		MATHEMATICS STD 6	6,800.00	6,000.00	5,900.00
		KISWAHILI STD 6			5,500.00



S/N	CLASS	TEXT BOOKS	DSM LIBRARY	TZ. PUB. HOUSE	OXFORD
		SCIENCE STD 6	6,500.00	6,000.00	5,800.00
		ENGLISH	6,500.00		5,900.00
		TEHAMA	5,800.00	6,000.00	5,400.00
		HAIBA NA MICHEZO		6,000.00	5,500.00
		ATLAS	7,000.00		
		WORLD WALL MAP	18,000.00		
4	STD 7	GEOGRAPHY STD 7			
		HISTORY STD 7			
		CIVICS STD 7			
		MATHEMATICS STD 7			4,900.00
		KISWAHILI STD 7			4,300.00
		ENGLISH			4,300.00
		SCIENCE STD 7			4,900.00
		ATLAS			
		WORLD WALL MAP			

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