



The Snapdragon Book Foundation

Mission: To improve school library services by providing books for the disadvantaged

Application Deadline: April 30, 2010

Complete applications should be **emailed** as an attachment to:
stacy@snapdragonbookfoundation.org

All documents (including this cover sheet with signatures) must be submitted electronically (scanned if necessary) and **emailed** as part of the application. Please always include the school name and city in the file name. (Example: excelcs.boston.501c3status.pdf)

Send all documents with **Subject: 2010 Application – SCHOOL NAME. CITY**

Please answer the following questions completely:

1. **THE BASIC INFO:** Your name, position and contact information (email and phone number), school name, level (K-8, 6-8, etc.), school mailing address, school website, and any other pertinent contact information.
2. **THE STUDENTS:** Description and number of students served by the school library or program.
3. **THE PROJECT:** Description of project related to the mission of the foundation.
4. **THE COST:** Budget and cost effectiveness—adequate budget and reasonable costs in relation to objectives of project.
5. **THE STORY:** Any additional information relevant to the submission of the application.
6. **THE PROOF:** A letter from the IRS designating the school as a tax exempt 501 (c) (3) non-profit. (A sample is attached). In certain cases, the IRS will issue an exemption to a larger organization of which the school is a part. The organizational exemption and a photo copy of the school's name within the organization's member directory will suffice.

Principal / Head of School: Please sign below to indicate that the information in this application is, to the best of your knowledge, accurate. Also note that by signing below you give permission to the Snapdragon Book Foundation to post your school name, proposal description and link to your school's website (if applicable) on the Snapdragon Book Foundation website should you be awarded a grant.

Name of School: _____ City: _____

Website address: _____

Signature of Applicant: _____ Date: _____

Signature of Principal or Head of School: _____ Date: _____