



Getting Started: Books for Ownership

Welcome to Books for Ownership. We appreciate your interest in implementing a program. Please fill out this Getting Started form and RIF will send you a Welcome Letter with your next steps. We look forward to working with you to impact the children in your community with the power of reading.

PROGRAM OVERVIEW

Books for Ownership, RIF's flagship program, enables children to select new, age-appropriate books to take home and own and is supported by resources for parents, educators, and local literacy advocates to create a continuous focus on reading. With only 1 in 300 low-income children owning a book, this program enables participating children to select books to take home and own for the first time and relies on a simple yet fundamental truth: if you allow children access to and choice of books, they will be more engaged. Over 40 million children nationwide have had the opportunity to experience the power and excitement of this program.

1. PROVIDE ORGANIZATION INFORMATION:

Organization Name: _____

Primary Contact Person: _____

RIF ID Number: _____

Email: _____

Phone Number: _____

Shipping Street Address (No PO Boxes): _____

Shipping City: _____

Shipping State: _____

Shipping Zip Code: _____

If you have multiple sites that will need access to our online storefront, please let us know so we can send an additional spreadsheet to capture the information for the other sites. Multiple accounts will then be created for access to our online storefront.

2. DESCRIBE YOUR GENERAL BOOK NEEDS:

Please select the genres that best meet the needs/interest of the Children at your Site:

| | | |
|---|--|---|
| <input type="checkbox"/> Adventure | <input type="checkbox"/> Beginning Chapter Books | <input type="checkbox"/> Bilingual/Spanish |
| <input type="checkbox"/> Biography | <input type="checkbox"/> Board Books | <input type="checkbox"/> Content Area/Non-Fiction |
| <input type="checkbox"/> Fantasy | <input type="checkbox"/> Fiction | <input type="checkbox"/> Folk/Fairy Tales |
| <input type="checkbox"/> Graphic Novels | <input type="checkbox"/> Multicultural | <input type="checkbox"/> Poetry |
| <input type="checkbox"/> Sports | <input type="checkbox"/> STEM | <input type="checkbox"/> Visual & Performing Arts |

Please List the Number of Requested Books in Each Grade Level:

| | | | |
|---------------------------------|------------------------|------------------------|------------------------------------|
| <input type="text"/> Early PreK | <input type="text"/> 1 | <input type="text"/> 4 | <input type="text"/> Middle School |
| <input type="text"/> PreK | <input type="text"/> 2 | <input type="text"/> 5 | <input type="text"/> High School |
| <input type="text"/> K | <input type="text"/> 3 | <input type="text"/> 6 | |

Date Books are Needed by: _____

Please allow for a minimum of 3 weeks for your order processing and fulfillment from the time you submit this form.

3. BUDGET FOR YOUR BOOKS FOR OWNERSHP PROGRAM

- If your organization is self-funding implementation of your Books for Ownership program (not funded through a RIF grant), use the budget template provided below to project your Books for Ownership budget needs to implement the program at your site.
- Use this simple formula and fill in the chart below to determine your programmatic costs:

$(\# \text{students}) \times (\# \text{books per student}) \times (\$3 \text{ per book}) = \text{book budget} + \text{optional expenses to increase engagement}$

| | Amount | Number of Children* | Number of Books Per Child | Total Book Budget |
|----------------|--------|---------------------|---------------------------|-------------------|
| Student Books* | \$ 3 | | | = \$ |

* Consider the option to order a cushion of extra books to ensure every child, whether choosing their books first or last, has a choice in his or her selection. If you have questions on how many books to order for your program, please contact us at LiteracyNetwork@RIF.org.

Please take a look at Additional Expense Considerations in our Planning and Implementation Guide <link to the guide>

4. SUBMIT YOUR FORM

Please send this form to literacynetwork@rif.org. Once your form is received you will receive a welcome letter with next steps including an invoice for your book purchase, if applicable.

If you have any questions please contact us at LiteracyNetwork@RIF.org.