



Children's Book Network



Children's Book Network

PUTTING CHILDREN AND BOOKS ON THE SAME PAGE

FUNDING PROPOSAL - 2020



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CHILDREN'S BOOK NETWORK

OUR DUE DILIGENCE

The Children's Book Network is a registered non-profit organization, and as such, all donations to our programme are tax deductible. All documentation is complete, and can be provided on request.

- The Children's Book Network Trust No. IT20964/2014
- NPO 163-927
- PBO 930054855/Section 18A
- **Trustees:** Anthony Gregorowski (Chair), Lesley Beake (Director), Dave Mohr, Hildegard Witbooi
- **Physical address:** 14 Long Market Street, Stanford, Western Cape, 7210
- **Postal address:** P.O. Box 121, Stanford, Western Cape, 7210
- **Bank account details:**
 - Account Name: The Children's Book Network Trust
 - First National Bank: Tokai Branch
 - Branch number: 200409
 - Account Number: 625 70 830 458 (Cheque account)
 - Swift code FIRNZAJJ





ABOUT CHILDREN'S BOOK NETWORK

INTRODUCTION

General Information

Children's Book Network (CBN) is about children, books and friends. Our aim is to promote joy in reading to the extent that children will come to love books. We provide a safe space for our children to let their imaginations fly and give them cultural stimulation and access to knowledge outside of their everyday experience.

CBN passionately believes that all children should have the chance to read books that interest and excite them. All children should have access to books that take them into other worlds, other lives. All children deserve books and stories.

We often use picture books with teenagers, short extracts from adult books with primary school children, poetry and short stories for all age groups. It's not about a reading level stamped somewhere on the book. Our children need to fly.

The keywords in our programme are **workshops** and **reading toolboxes**. Workshops take centre stage when we work with children and really get down to the basics of reading. We have included the ideas developed there to make reading toolboxes which can be used to reach more children. More about these programme elements follows in this proposal.

Where It All Began

Three of South Africa's longest-serving and best known writers for children and young people felt compelled to do something positive about children and reading in South Africa. As a result, Children's Book Network (CBN) began in 2012, and under the guidance of founders Gcina Mhlophe, Lesley Beake and Sindiwe Magona.

We began our programme in Red Hill informal Settlement near Simon's Town, then continued in the Cederberg Region where we worked at building our programme for four years. CBN now operates out of Stanford and works with communities there, as well as with satellite groups in Hermanus, Mitchell's Plain and Franschhoek.





MISSION

To provide reading resources to children from Stanford, Hermanus, Franschhoek and Mitchell's Plain, encouraging them to read more and improve their comprehension, reading skills – and love of books. And then to expand our work to other areas.

GOALS

Short-term:

- To provide reading resources and books to at least 2 000 underprivileged children between the ages of 9 and 12 in 2020
- To distribute ten more reading toolboxes during 2020
- To create an exciting, well-resourced book club in Stanford that will also enhance our monitoring and evaluation programme
- To continue evaluating children's reading ability at the start and end of a year cycle
- To increase the number of children we reach through our workshop programmes

Long-term:

- To promote a love of reading
- To improve children's reading ability and comprehension skills
- To increase the imagination, intellectual skills and cultural awareness of our target readers
- To expand our programme to other communities in the Western Cape, and eventually the rest of South Africa

HOW OUR PROGRAMME WORKS

Our Children

We work with children from under-resourced communities between the ages of 9 and 12. Our children can read but don't enjoy reading or books and seldom have access to age-appropriate books that will excite a desire to read for pleasure.

More needs to be done for this often neglected age group. There is a huge gap between early learning and adolescence where very little is offered out of school. Many of CBN's children come from environments where books and reading are not part of daily life. More needs to be done for this age group to consolidate and better their basic reading skills, enhance their comprehension and show them that reading is 'cool'.

Our voluntary participants attend CBN workshops during weekends and school holidays. We work in English, and our enthusiastic volunteers (community members and core CBN Team) are always close by to help with any translations.



Workshops

Our most important work is achieved through themed reading workshops. These are held over weekends and in school holidays - sometimes over several days if funding allows. The children self-select to attend by returning a permission form signed by their parent or carer. The theme can include anything that will expand their imagination, including games, team-building activities, arts and crafts and as much reading as possible – hearing extracts from interesting non-fiction as well as fiction, reading aloud, paired reading, book club and quiet reading.

Toolboxes

A CBN reading toolbox is a sturdy book-carrier called a ‘Cadi’ filled with about 60 books. We supply these ‘mini libraries’ to communities and organisations who focus on reading with children. Toolboxes are used by teachers, librarians, social workers and organisations after school, at weekends and in school holidays to run their own workshops.

Toolboxes are divided into book-bags with core books around a theme. For example, our first toolbox theme is ‘Books and Stories’, and it has been divided into five book-bags:

- Books and reading
- Imagination
- Heroes
- The Arts
- Fun

With each toolbox comes a handbook explaining our methods and activities – including the CBN reading game, and many suggestions about how to develop the theme.

OTHER PARTS OF OUR PROGRAMME

Teen Team

In association with Hermanus High School, we have enjoyed the support of a spirited and dedicated group of teenage volunteers who help out with everything from administration, to paired-reading, to tie-dying t-shirts. They are absolutely invaluable, and their project is now an official part of their school’s Social Responsibility Programme.

Norfolk Square – Stanford

Given that CBN runs out of Stanford, we have a permanent space at Norfolk Square in Stanford Village. We pay a monthly rental fee to use this venue, which allows us to run our workshops from a classroom, gives us access to a beautiful green garden, and a kitchen for us to prepare snacks for the children.



MONITORING AND EVALUATION

WORKSHOP STATISTICS

During 2019 we held 21 workshops in total, and worked with 1 200 children in Stanford, De Kop, Zwelihle (Hermanus) and in Mitchell's Plain.

TOOLBOX STATISTICS

23 reading toolboxes have been assembled and 20 of them handed out and already being put to good use in Stanford, Hermanus and Mitchell's Plain. The other three are earmarked for their new homes and will be leaving us shortly.

BOOK CLUB

We realized early in 2019 that we needed a way of assessing the children's progress. We have established a library of books which are kept in our office in Stanford. Children who choose to be part of the book club are allowed to select a book which they take home with them until the next workshop. These books are discreetly graded so that we can assess what level each member of the club is choosing.





REQUIRED FUNDING

CBN has been building bridges between children and books for nine years now. It is time for us to grow and develop. In order to do so, we require the following funding:

LOCATION

Currently, we have a home at Norfolk Square in Stanford, and we hope this continues well into the future. This costs R2 000 per month (R24 000 per year). We have looked for other options in Stanford, but there are none that meet our criteria. The rental we have at Norfolk Square is reasonable and affordable for our purposes.

WORKSHOPS

We can expand our programme to other areas and train facilitators, funding permitting. We have always worked very cautiously and only run workshops as and when budget allows. We would love to host workshops in other communities where our reading toolboxes can be put to good use.

TOOLBOXES

These reading kits are the way in which we can expand and extend our reach to more children. For this we need funding for research and development and somewhere to store and assemble the kits.

OPERATING COSTS

We have a core team of people who run CBN on a day-to-day basis. We require funding for:

- People
 - Our Director/Project Manager
 - An Administrative Assistant and Board Secretary
 - Communications – Social Media and Fundraising
 - Book-keeping, accounting and auditing fees
 - Fees for workshop facilitators
 - Local helpers to be trained for aspects of CBN work
- Equipment and renewables including art and craft materials, stationery etc.
 - Telephone and Internet
 - Travel
 - Insurance to protect children
 - Transport for De Kop children (to and from Norfolk Square for Stanford workshops)
 - Food for all the children
- Books:
 - We have successfully established a book club (and are gradually working on getting the children as members of the library) but we need to buy books to keep interest high. We should ideally spend about R800 per month on new books for the book club.



THE FIGURES

PROJECTED BUDGET FOR ALL PROJECTS AND ADMINISTRATION		
FULL DAY CHILDREN'S WORKSHOP X 4 (1 per quarter)		
1 DAY - 25 Children + 15 Little CBN		
	PER WORKSHOP	ANNUAL
Art Materials	1 000,00	
Facilitators (x2 @ R2000)	4 000,00	
Community Facilitator	1 000,00	
Community assistants (x2 @R300)	600,00	
Admin assistant	1 000,00	
Printing and stationery	1 500,00	
Telephone/Internet	500,00	
Transport for facilitators	1 500,00	
Transport for children	500,00	
Catering	1 500,00	
15% Administration	1965,00	
TOTAL - FULL DAY WORKSHOPS	15 065,00	60 260,00
SATURDAY WORKSHOP / BOOK CLUB X 20 (5 per quarter)		
2.5 Hours 25 children + 15 Little CBN		
	PER WORKSHOP	ANNUAL
Art Materials	200,00	
Community Facilitator (Leader)	400,00	
Community assistance (x2 @R200)	400,00	
Transport for children	500,00	
Catering for children + facilitators	400,00	
Books for book club	400,00	
15% Administration	345,00	
TOTAL - SATURDAY WORKSHOPS	2 645,00	52 900,00



READING TOOLBOXES X5 PER QUARTER FOR DISTRIBUTION PROVINCIALY		
1 Per teacher/librarian or storyteller: estimated 150 children involved		
	PER TOOLBOX	TOTAL
Books	3 500,00	
Toolbox	1 000,00	
Printing	1 200,00	
Labour assembling	500,00	
Training	1 000,00	
15% Administration	1 080,00	
TOTAL - TOOLBOXES	8 280,00	165 600,00
RUNNING COSTS AND ADMINISTRATION		
Monthly costs for running organization		
	MONTHLY	ANNUAL
Rent	2 000,00	
Public liability insurance	600,00	
Director's Fee (60 hrs per month @ R250 per hour)	15 000,00	
Book-keeping	3 000,00	
Auditing	600,00	
Admin assistance	4 000,00	
Communications and fund-raising	4 000,00	
Bank charges	500,00	
Website and Internet / Telephone	1 500,00	
Courier	500,00	
Printing	500,00	
Stationery	500,00	
Equipment	500,00	
TOTAL - RUNNING COSTS	33 200,00	389 400,00
RESEARCH, DEVELOPMENT AND TRAINING		
	MONTHLY	ANNUAL
Management	2 500,00	
Website development and maintenance	2 000,00	
General Overview and materials production	2 500,00	
Writing special materials	1 500,00	
General planning	500,00	
Community Staff Training 4 hours per month	1 000,00	
15% Administration	1 500,00	
TOTAL	11 500,00	138 000,00



GRAND TOTAL FOR 2020		
Includes:	Number of Children impacted	
4 Full day Workshops	160	
20 Saturday Workshops	800	
Reading Toolboxes reaching 20x150=	3000	
TOTAL CHILDREN REACHED	3960	
GRAND TOTAL FOR 2020		815 160,00

In order to run our programme for the year (2020), reaching nearly 4000 children (our goal is to reach a minimum of 2000 – 4000 would be our ‘best case’ scenario) and running all the workshops we have planned, we would require **R815 160**.

Any and all donations to our programme would go a long way in helping us realise this goal.





FINAL THOUGHTS

REPORTS AND RECORDS

Please have a look at our website for:

- **Reports** – where we post news and reports from our programme
 - <https://www.childrensbook.co.za/reports>
- **Records** – find our financials, annual reports and other important documents here
 - <https://www.childrensbook.co.za/records>

DONATIONS

Donations can be made either by direct bank deposit (click [here](#) for our banking details), or through our [GivenGain](#) platform.

THANK YOU

Thank you for taking the time to consider this funding proposal. Please do not hesitate to contact us should you have any further questions.

Lesley Beake – Children's Book Network Director

lesley@childrensbook.co.za

+2782 6464 420

Lisa Witherden – Children's Book Network Fundraiser

info@childrensbook.co.za

+2778 802 8093





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