



# Hoopoe Books - Share Literacy™ Program

## Informational Form for Schools & Other Organizations

School/Org. Name: \_\_\_\_\_

Address: \_\_\_\_\_

Principal/Director: \_\_\_\_\_

Contact person: \_\_\_\_\_ Title: \_\_\_\_\_

Phone number: \_(\_\_\_\_)\_\_\_\_\_ FAX number: \_(\_\_\_\_)\_\_\_\_\_

Email address: \_\_\_\_\_

Website, if any: \_\_\_\_\_

**Materials will be sent to your school or organization address unless otherwise indicated.**

A. Total # teachers, trainers, assistant teachers, and adult leaders to receive books and/or training per grade level:

A. PreK: \_\_\_\_\_ K-2: \_\_\_\_\_ 3-5 \_\_\_\_\_ 6-8 \_\_\_\_\_

B. How many teachers want English-only?

B. PreK: \_\_\_\_\_ K-2: \_\_\_\_\_ 3-5 \_\_\_\_\_ 6-8 \_\_\_\_\_

C. How many teachers want Spanish-English bilingual editions?

C. PreK: \_\_\_\_\_ K-2: \_\_\_\_\_ 3-5 \_\_\_\_\_ 6-8 \_\_\_\_\_

Do all your teachers require Lesson Plans or Activity Guides?  
many need guides per grade level: PreK: \_\_\_\_\_ K-2: \_\_\_\_\_ 3-5 \_\_\_\_\_ 6-8 \_\_\_\_\_  
 YES  NO [if NO, please indicate how

D. Total # Children receiving materials by grade level:

D. PreK: \_\_\_\_\_ K-2: \_\_\_\_\_ 3-5 \_\_\_\_\_ 6-8 \_\_\_\_\_

E. How many of these children want English-only books?

E. PreK: \_\_\_\_\_ K-2: \_\_\_\_\_ 3-5 \_\_\_\_\_ 6-8 \_\_\_\_\_

F. How many children want Spanish-English bilingual editions?

F. PreK: \_\_\_\_\_ K-2: \_\_\_\_\_ 3-5 \_\_\_\_\_ 6-8 \_\_\_\_\_

Is there a need for audio CDs for sight-impaired students?  
level the numbers needed: PreK: \_\_\_\_\_ K-2: \_\_\_\_\_ 3-5 \_\_\_\_\_ 6-8 \_\_\_\_\_  
 YES  NO (if YES, please list by grade

G. What is the literacy level of most students in your school/organization? \_\_\_\_\_

H. Has your organization previously participated in any other literacy program?  YES  NO If yes, which one(s)? \_\_\_\_\_

How did you hear about Share Literacy and what is the main reason why you decided to participate in this Share Literacy program? \_\_\_\_\_

I. What is the earliest date when you would like the first program to begin (such as, when will the first set of books be needed for classroom use/or for giving out to children in your organization): \_\_\_\_\_  
(if not known at this time, please provide this information as soon as possible)

*If your teachers would like professional training, please next page.*

Share Literacy opens our programs to schools and organizations that are non-profits and also serve poverty-level, low-income and at-risk families. We report statistics on the demographics we serve to governmental agencies and to our granting foundations. We keep these statistics strictly confidential and not school/organization specific. Please help us with these assessments by answering the following questions.

(1) What is the income level of the families served by your program?  
Poverty \_\_\_\_\_% Low income \_\_\_\_\_% Moderate income \_\_\_\_\_% Middle income \_\_\_\_\_% Unknown \_\_\_\_\_%

(2) What is the ethnic diversity of the children? (This information is optional, and we will use it solely to help us determine the language needs for books and material.)

African American/Black \_\_\_\_\_% Asian American \_\_\_\_\_% Central Asian \_\_\_\_\_%  
Hispanic/Latino \_\_\_\_\_% Native American \_\_\_\_\_% White Non-Hispanic \_\_\_\_\_% Other \_\_\_\_\_%

*(Please continue on page 2 of this form.)*

171 Main Street #140, Los Altos CA 94022

[www.shareliteracy.org](http://www.shareliteracy.org)

**Budgets/Funding:**

Share Literacy provides materials to organizations at cost for those serving poverty/low-income level and at-risk children and families. Does your organization have the funding for these materials?  YES  NO

Would you like an estimate of total costs for this material so that you can decide?  YES  NO

*(If yes, please make sure you have filled out the numbers on page one of children and teachers. We have also attached a copy of our latest Share Price List to help with your calculations.)*

**Please Fill in Answer, if known:** We would like assistance from Share Literacy to raise \_\_\_\_\_% funds to cover these costs.\*

**Professional Training:**

Share Literacy provides teacher training at cost to programs serving at-risk children and families. Does your organization have the funding for this training?  YES  NO

Would you like an estimate of total costs for this training so that you can decide?  YES  NO

*(If yes, please make sure you have filled out the numbers of teachers on page one.)*

**Please Fill in Answer, if known:** We would like assistance from Share Literacy to raise \_\_\_\_\_% funds to cover these training costs.\*

If your organization wishes to participate in professional training, please provide address, if different from above:

Workshop location: \_\_\_\_\_  
\_\_\_\_\_

\*Details on funding assistance will be worked out after all budgets are completed.

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If you know of other schools or educational organizations, or any other non-profit serving at-risk children, that would be interested in Share Literacy programs, please provide the contact information:

\_\_\_\_\_  
\_\_\_\_\_

***Please provide a statement on your letterhead giving a brief description of your program, the families and communities whose needs you serve and any other useful information to enable us to implement your participation in our Share Literacy Program.***

Once you have completed this form, please return it via:

Email: [hoopoekids@aol.com](mailto:hoopoekids@aol.com)

Mail: ISHK Hoopoe Books – Share Literacy  
171 Main Street #140  
Los Altos, CA 94022

Thank you! 

Sally Mallam, Executive Director  
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