SAMPLE COMPLETED APPLICATION

**RISE Network/African Library Project**

**APPLICATION FOR BOOK DONATION FOR LIBRARY**

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| **1. LOCATION OF LIBRARY:** |
| Ahmadiyya Muslim Senior Secondary School, Rokupr (A.M.S.S.) |
| **2. TYPE OF LIBRARY:** |
| Secondary School |
| **3. NAME OF LIBRARY:** |
| Ahmadiyya Muslim Senior Secondary School Library, Rokupr |
| **4. PHYSICAL ADDRESS:** |
| Bai Farama Tass Road, Rokupr Town, Kambia District, Sierra Leone |
| **5. FULL POSTAL ADDRESS:** |
| c/o Peace Corps  P.O. Box 905  Freetown, Sierra Leone |
| **6. CONTACT PERSON RESPONSIBLE FOR LIBRARY:** |
| **(a) NAME:** Musa K.D. Mahmood  **(b) POSITION:** Principal  **(c) ADDRESS:** Rokupr Town, Sierra Leone  **(c) E-MAIL ADDRESS:** None available  **(d) RELIABLE PHONE:** 076.864.240 |
| **7. ADDITIONAL CONTACT PERSON RESPONSIBLE FOR THE LIBRARY:** |
| 1. **NAME:** Joseph Munu 2. **POSITION:** Librarian 3. **E-MAIL ADDRESS:** None available 4. **RELIABLE PHONE:** 088.120.133 |
| **8. HOW MANY READERS/STUDENTS DO YOU EXPECT TO SERVE?** |
| 1,037 |
| **9. DO YOU ALREADY HAVE A LIBRARY? IF SO, HOW MANY BOOKS DO YOU HAVE?** |
| Yes, we have a library with about 300 books. |
| **10. WHOM WILL THE LIBRARY SERVE? WHAT TYPES OF BOOKS WOULD BEST SERVE THEM?** |
| The junior and senior students of Ahmadiyya Muslim Senior Secondary School Rokupr, as well as our teachers and other administrative staff who wish to utilize these resources to ripen their teaching and leadership skills.  We are requesting the 1000 maximum – specifically fiction/non-fiction novels geared towards young adult and primary school-aged readers, science texts (physics, chemistry, biology) and world history books. Reference texts and educational magazines are always appreciated as well. |
| **11. WHERE IN THE SCHOOL OR COMMUNITY WILL THE LIBRARY BE LOCATED? WILL IT BE IN A SEPARATE ROOM OR BUILDING OR WILL YOU HAVE A SMALL LIBRARY IN EACH CLASSROOM? DESCRIBE THE ROOM. PROVIDE DIGITAL PICTURES, IF POSSIBLE.** |
| Our library is currently located in its own separate room, acting as a bridge between the junior and senior sections of our school. It has been constructed, furnished and decorated in the last year through a Peace Corps/community initiative. It’s secure and regularly maintained by our current library master Mr. Joseph Munu. The room is moderately sized and furnished with three large tables paired with six chairs each. We currently have four standing bookshelves being able to house hundreds of books each. In addition, we have plenty of wall space and an on-campus carpenter willing to build additional shelves on demand to accommodate new texts should we receive this generous donation. Our library is open on weekdays from 1p.m. – 6 p.m. and on weekends from 9a.m.- 1p.m. |
| **12. DESCRIPTION OF USER COMMUNITY:** |
| Rokupr could be described as a quaint, nautical fishing village located in the Northwest of Sierra Leone. This region of the country is comprised of small villages located along the Great Scarcies River, an estuary that eventually spills out into the treacherous Atlantic Ocean. Many moons ago, Rokupr was our district’s capitol, and a meeting place for ancient warlords to gather and strategize. “Rokupr,” in our tribal language, Temne, translates to “meet around the tree.” I have yet to locate this infamous war-eliciting tree, but the legend still remains. Life is slow here and very very warm. We wake from the cries of roosters and eat our beans and rice lunch in the company of our campus fauna of many goats and sheep. Unlike many larger, more metropolitan towns in Sierra Leone, Rokupr has remained very true to its tribal code. Most families only speak Temne, and very few students are exposed to English or even our pigeon English called Krio, outside school grounds. There is no electricity, running water or access to informational resources such as Internet, historical documents or a library. Minds are closed because little resources are present to inspire them to expand. There are skeletons of streetlights and folklore about a modern, rich quality of life before the brutal 11-year rebel conflict. My school possessed a library which is said to have been regularly used by students and teachers before the war. Tragically, the rebels looted its contents and destroyed its structure when they pummeled the rest of the town and its inhabitants. The construction and establishment of our new school library this past year was monumental for our school and community. We now have a smoothly running operation equipped with a comfortable, colorful space teeming with posters, along with a responsible recently-graduated librarian full of passion. The only thing left to do is to fill it up with as many books as can fit. We previously had around 500 books in various conditions that had been stowed away in my principal’s office for fear of thievery. After sorting through them all, only a few hundred have survived the termite attacks and vermin exposure. We are seriously lacking a well-rounded collection of texts to form well-rounded students. What we do currently possess is all the potential in the world. |
| **13. WHO IN THE COMMUNITY HAS COMMITTED TO SUPPORT THE LIBRARY?** |
| It is already clear that many individuals are already committed to supporting the library. So far my principal has proved his passion and motivation of keeping this library continuously maintained and improved through consistently proposing modifications and researching outlets to obtain additional resources for the space. It is rare to find a principal in Sierra Leone on his hands and knees painting a floor or ceiling while dry whitewash falls into his/her eyes, but he humbled himself and gladly did the job without blinking.  Joseph, our librarian, has done an excellent job of sensitizing students on how to properly use a library. He is very serious about his job.  Mr. Gibril Kargo, our school carpenter and bursar, has spent many patience-requiring hours with me while I commissioned and explained the shelves, tables, chairs and poster frames I wished for the space. He completed the job quickly.  And most of all, the students of A.M.S.S. have committed to supplying the demand for a library. Every single day since its implementation there hasn’t been a dry seat in the house. Students are eager and excited to take advantage of their new learning zone, and have shown immense respect for the space and our current small book collection.  1. Musa K.D. Mahmood, *Principal and Linguist Post-Graduate*  2. Gibril Kargbo, *Carpenter/School Bursar*  3. Joseph Munu, *Library Master*  4. Alusine K. Turay, *Assistant Library Master*  5. Kimberly E. Nelson, *Current Peace Corps Volunteer* |
| **14. AFTER REVIEWING THE LIBRARY ACTION PLAN, WHAT ROLE WILL THE ABOVE PLAY IN RUNNING THE LIBRARY?** |
| **\***Principal Musa K.D. Mahmood has committed to overseeing the complete operation. Specifically, he will provide funding for foreseen and unforeseen maintenance, guarantee the salary of the librarian and nightly security guard, and will constantly be seeking out inventive ways to be improving the library as a resource center he is proud of and that is an extension of himself. Mr. Mahmood owns a digital camera and has stated he is willing to take photographs of the library to send digitally to RISE Network should we receive this donation. Also, Principal Mahmood owns a car and is willing to transport the shipment of books from Freetown to Rokupr over several trips should we receive this donation.  \*Mr. Gibril Kargbo, along with his carpentry apprentices, has committed to physically building any additional furniture required to house new books, computers etc. He also possesses a great wealth of knowledge on building maintenance and promises to protect the space against the humidity of rainy season and the dust of dry season.  \*Mr. Joseph Munu has committed to maintaining his current passion and punctuality of library science and has committed to expanding his mind in the hopes of becoming a literary wizard and a well-versed guide for novice library users. He promises to keep the books inventoried, organized and archived properly. He also plans to organize adult literacy classes, book clubs and other unique community-centered events to take place after school hours in the library space.  \*Mr. Alusine K. Turay is equally as enthralled with this library and along with being a recently graduated student who is always present with his head stuck in the books, he has committed to acting as assistant library master, filling in for Mr. Munu in his absence. He knows the current organizational system and the students and staff of the school very well.  \*Kimberly E. Nelson is committed to providing general oversight and advice while in country and after leaving the community to return home to America. I plan to be regularly communicating with Library Committee members and my Peace Corps volunteer replacement to keep track of the current status of the operation and to give advice, provide support and constantly be researching outlets to help improve my school and community’s resources as long as I am capable. |
| **15. SUPPORTING MATERIALS:** Please see the series of pictures displaying the current state of the library attached as .jpg files. |
| Not available |
| **16. INCLUDE THREE “LETTERS OF COMMITMENT” FROM COMMUNITY LEADERS** |
| Please see the attached .docx files |
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| **ALL MEMBERS OF THE LIBRARY COMMITTEE SHOULD READ THE LIBRARY ACTION PLAN, THE APPLICATION AND SIGN BELOW.**  **I have read the LIBRARY ACTION PLAN and understand what is involved in creating our library. I commit to the success of the library.** |
| **1.** *Musa K.D. Mahmood* |
| **2.** *Gibril Kargbo* |
| **3.** *Joseph Munu* |
| **4.** *Alusine K. Turay* |
| **5.** *Kimberly E. Nelson* |
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