



Idaho
Commission
for Libraries



INSTITUTE of
Museum and Library
SERVICES



Idaho Family Reading
Week 2020 - "Fun &
Games"

Public Library Registration Form

Requests for support for Idaho FRW events will be filled on a first-come, first-served basis. ICfL can support up to 100 libraries this year. Please complete the program registration below.

(If you are a school library wanting to register, please complete the FRW school library registration form: <http://libraries.idaho.gov/landing/idaho-family-reading-week>)

Please choose the public library and branch for which you are submitting this application. *



Contact Name: *

Contact Phone *

First Name

Last Name

Contact E-mail *

ex: myname@example.com

CC E-mail (if you want another staff member to receive a copy of this submission)

ex: myname@example.com

example@example.com

Ship To Address (this address must be able to receive boxes in October - if you are unsure if the library/school will be able to receive boxes in this time frame, feel free to enter a personal address or an alternate address in the box below) *

Street Address

City

Postal / Zip Code

For the "Ship To" Address above, I used the following:

- ☐ my standard library building address
- ☐ an alternate building address in my town/city
- ☐ my personal address

Program Details

"Fun and Games!" - Celebrate the importance of family reading with an Idaho Family Reading Week event in your library or community. The official week is November 9 - 15 but events can take place anytime in November. Publicly-funded school and public libraries can register to receive materials to help support a Family Reading Week event. The first 100 libraries to register will receive paperback giveaway books related to the theme (limits apply - see below). Public-school library partnerships and collaboration are encouraged to avoid duplication of events and resources in your community.

All libraries, regardless of registration process, may utilize...

- The Idaho Family Reading Week themed artwork: poster/flyers, Facebook/website banners, letterhead, proclamation and press release templates;
- Themed activity videos - for two age groups - especially developed for Idaho Family Reading Week by Salmon Public Library (share links with parents and your patrons via your website, handouts or social media);
- Themed activity ideas/handouts, recommended reading lists, and parent handouts that support early literacy skills;

All resources can be found at: <https://libraries.idaho.gov/rtn/idaho-family-reading-week/>

I am aware of the themed video, artwork and activity idea handouts designed by ICfL staff specifically for Idaho Family Reading Week 2020 and that these materials are available for free download and use by all Idaho libraries, regardless of whether we register our event with ICfL.

- ☐ Yes, I am excited to utilize these resources for our FRW event! (and possibly other events)
- ☐ No, but I'll be sure to check them out soon!

Program Requirements

By applying for the Idaho Family Reading Week program, your library agrees to:

- host at least 1 family reading event by November 30, 2020; This year, due to the health pandemic, FRW events can be offered virtually, through curbside services, face-to-face in small groups or a combination of these delivery methods.
- include literacy-related activities and parent resources;
- promote library programming, early literacy resources and library cards for all families;
- submit a summary event report including numbers served, narrative responses and program/resource feedback by December 15, 2020.

Your FRW Event Information:

Date of your Family Reading Week event/s (this will help us determine mailing priority): *

Please provide a description of your preliminary plans for your Family Reading Week event/s: *

Please provide a description of how your Family Reading Week event will help event participants grow into regular library users or will ensure event participants know about the early literacy resources your library has to offer them? *

Please provide a description of how your library will address or modify your event plans if your library is closed due to the current health pandemic or your community sees a spike in the number of COVID positive cases. (ICfL would like to see libraries find community solutions that enable FRW resources to still be implemented and distributed to children and families in the community.) *

How many children are you planning to serve at your Family Reading Week event/s: *

ex: 23

Estimate number

Book Request Info - Important Please Read:

Libraries may receive some FRW-themed and some non-themed paperback books to use as giveaways for children/families who participate in their event. ICfL cannot keep up with the current demand for paperback books for this event and other literacy outreach events we support.

Last year for FRW, the 100 libraries who registered requested 15,000 in books for their events. ICfL was able to scrape together 12,000 books to send out. This year, we are planning on distributing a total of 10,000 books.

Therefore, the following limits have been placed on paperback book requests from public libraries for this year's FRW events:

Understanding that, most likely, we will not be able to provide a book for all the children you hope to serve at your event...Please limit your request to approx. 1 book per child (some extra cushion for wiggle room is fine) AND with a maximum of the following:

- Libraries serving over 50,000 patrons – total request limit of 200 books
- Between 10,000 and 50,000 patrons – total request limit of 150 books
- Between 5,000 and 10,000 patrons – total request limit of 100 books
- Less than 5,000 patrons – total request limit of 50 books

(NOTE: Each branch of a library can request paperbacks for the amounts listed above. Depending on library request amount, the first 20-40 books provided by ICfL will be higher quality, themed books. The remainder of the books provided, will be non-themed Scholastic package sets and Scholastic Bonus Books.

For library patron numbers, please use the (2018) Public Library Statistics Report published by ICfL, found on pages 12-14 of the pdf version, found here: <https://libraries.idaho.gov/idaho-library-statistics/> (2019 report is still in process.)

Please complete the book request table below according to these limits. If you leave the book request table blank, it will tell me you don't want or don't need books for your FRW event from ICfL.

If you are hosting multiple events in your community and you feel these book limits will hamper your outreach efforts, please contact me directly to discuss - Kristina Taylor, (208) 860-5916, kristina.taylor@libraries.idaho.gov.

If you are searching for additional sources of discounted or free books, please review a list of possible sources compiled by ICfL staff, linked on the FRW page of our website, under "General Literacy Resources": <http://libraries.idaho.gov/landing/idaho-family-reading-week>

If you have a Library Friends group, or other community partner, who can support your paperback book needs for this event, you may skip the table below.

Book Request Table #1 - Paperback books (some themed/some Scholastic and Scholastic Bonus Books) to be used as giveaways to participating children and their caretakers. Approx. 1 book per child you anticipate serving. Please enter the number for each category that you wish to receive. If you do not want or need any books, please enter 0 in at least one cell in the table. Please note the age limit on the Eng-Span Bilingual books in the table below. *

	# of English-only books (avail for all ages listed)	# of Eng-Span. Bilingual books (only avail through 3rd)
PreK - 1st Grade		
2nd - 4th Grade		
5th-6th Grade		

Partnering

Active partnerships are highly recommended and encouraged for participating libraries of this program. Public libraries are strongly encouraged to partner with their local school library to

offer this event. This year, that partnership may look different from the usual forms of partnership and collaboration. Perhaps your partner will help host your virtual event or help to promote your event to the children and families they work with. The FRW Summary Report at the end of the program will ask for a description and examples of any partnerships utilized to implement this program.

Are you partnering with a school or other community agency to offer your Family Reading Week event:

- ☐ Yes
☐ No

If you answered Yes above, please enter the name of the school or community partner.

Please describe the role/s of your partner for your Family Reading Week event/s:

Submission & Follow-Up

After you select "Submit Registration", you will automatically receive an email "Thank You" response verifying your submission, as well as an email with a pdf of your submitted application for your records.

We will begin filling and mailing out requested items between Oct 1 and Oct 15. Please anticipate receiving your items approximately during this time. While you wait for your materials to arrive, please check out the electronic resources we have provided for this program on our website at: <https://libraries.idaho.gov/rtn/idaho-family-reading-week/>

If you have any questions about this program or your registration, please contact Youth Services Project Coordinator, Kristina Taylor, at the Idaho Commission for Libraries, at (208) 639-4136 or (800) 458-3271 or at kristina.taylor@libraries.idaho.gov.

Submit Registration