

African Library Project-Malawi (ALP-M)
2020 Library Application Form

Complete and email, WhatsApp message or mail the application below to:
Mrs. Nancy Namwai Mpekansambo, Chancellor College Library,
P.O. Box 280, Zomba.
Email: nmpekansambo@cc.ac.mw
Tel: +265 088.1167.350/+265 099.1318.906

In case of any clarification or assistance in understanding the application procedure, please contact the above ALP-M partner.

General instructions

In order to determine your eligibility, it's essential that you provide current, complete and accurate information. Do not pin or staple the application.

Section A

1. School or community library name:

CHIPULA SCHOOL

2. Physical address:

CHIPULA LEA SCHOOL
BOX 313 NTCHEU

3. Full postal address:

CHIPULA LEA SCHOOL
BOX 313
NTCHEU

4. School or community email address (if available)

5. Contact person responsible for library - must have an email address (please print clearly)
and/or reliable mobile number

088 118 1083 / 099 5380 554

A. Name: MARY MALITA NSOMBA
B. Position: DEPUTY HEAD TEACHER (LIBRARIAN)st

C. E-mail address (print clearly):

D. Reliable phone/WhatsApp number:

0881181083
0995380554

6. Additional contact person responsible for the library:

A. Name: SYDNEY NYANJA

B. Position: 2nd LIBRARIAN

C. E-mail address (print clearly):

D. Reliable phone/WhatsApp number:

0888 033942

7. How many readers/students do you expect to serve?

Boys/Male:

663

Girls/Female:

709

Total: 1372

8. Please tick one of the following:

Our library will be for students, teachers, staff of a primary school.

Our library will be for a primary school and open to the community.

Our library will be for students, teachers, staff of a secondary school.

Our library will be for a secondary school and open to the community.

Our library will be a community library (not based at a school).

B7. Include three (3) "letters of commitment" from school or community leaders who serve on the library committee. These letters are **required** and should be from male and female leaders who will serve on the library committee and specify what they will personally do to make the library successful. For example: "I will secure the furniture for the library, raise the funds, offer programs for the community, organize the books," etc. **Please note that these can be from the same people who sign below or different.**

SECTION C

I have read the LIBRARY ACTION PLAN and the APPLICATION and understand what is involved in creating our library. I commit to the success of the library by completing the duties listed below.

Title	Duties	Name and Signature
Head teacher/ Principal	<input type="checkbox"/> Assign teacher-librarian <input type="checkbox"/> Provide funds for transportation to teacher-librarian training <input type="checkbox"/> Ensure books are unpacked and shelved within 30 days <input type="checkbox"/> Schedule weekly library time on school timetable <input type="checkbox"/> Ensure thank-you letters written to book donor within 4 months <input type="checkbox"/> Advise ALP-M of changes including new teacher-librarian	Name <u>GRAHAM FOSTER</u> <u>KAPILU</u> Signature <u>[Signature]</u> Date <u>17/02/20</u>
Teacher Librarian	<input type="checkbox"/> Post library rules and hours in library <input type="checkbox"/> Create and maintain check out system and visitor log <input type="checkbox"/> Encourage students and teachers to read and use the library <input type="checkbox"/> Follow up on lost, stolen or unreturned books to the library <input type="checkbox"/> Attend librarian training hosted by ALP-M. I understand I will not receive an allowance or per diem for the training.	Name <u>MARY MALITA</u> <u>NSOMBA</u> Signature <u>[Signature]</u> Date <u>18/02/20</u>

Community leader	<input type="checkbox"/> Ensure library is ready with shelving and furniture. <input type="checkbox"/> Ensure library committee meets regularly <input type="checkbox"/> Promote library usage in community	Name <u>JACKIE PISA</u> Signature <u>[Signature]</u> Date <u>18-02-20</u>
Church Leader	<input type="checkbox"/> Promote library usage in community	Name <u>Kondwani Tijenderuti</u> Signature <u>[Signature]</u> Date <u>18/02/2020</u>



FROM: GLADYS KAYIRA CHIPULA VILLAGE
C/O BOX 313 NITCHE

TO: AFRICAN LIBRARY PROJECT - MALAWI
(ALPM)

DATE: 18-02-2020

LETTER OF COMMITMENT

I hereby write to express my
Commitment to chipula primary school
Library. I will ensure learners to use
the library according to our plan. I
will sensitise the community on the
importance of the library books

Yours faithfully,

G. KAYIRA

GLADYS KAYIRA

Kayira.



FROM: THE HEADTEACHER, CHIPULA HILL PRIMARY SCHOOL
P.O. BOX 312 NICHOLE

TO: AFRICAN LIBRARY PROJECT - MALAWI (ALPM)

DATE: 18-02-2020

LETTER OF COMMITMENT

I humbly write to express my commitment to Chipula Primary School Library.

I will ensure learners to use the library according to School's plan. I will provide strong security to the library. I will enlighten the community on the goodness of the library books.

Yours faithfully,
G. Kapito

Graham Foster Kapito

