

[www.NTBF.org](http://www.NTBF.org) North Texas Book Festival, Inc. - 2012  
Grant Application Guidelines – *Revised 9/1/11*

North Texas Book Festival, Inc. is a Texas non-profit corporation and is tax exempt. The corporation has received its 501 (c) (3) designation from the Internal Revenue Service.

The purpose of the NTBF, Inc. is to raise funds, promote literacy, and encourage family interaction that will foster reading and the love of books. The funds raised at the North Texas Book Festival will be given in grants to school libraries, public libraries and literacy programs in the fast growing north Texas area.

To help NTBF members with duties the day of the festival we require NTBF grant recipients sign up two (2) volunteers to spend two (2) hours working at the festival by helping to set up 7-9 a.m. or taking down 3-5 p.m. The more people who attend the North Texas Book Festival mean more funds NTBF, Inc. can give to libraries and literacy programs.

To generate public interest in attending the North Texas Book Festival, please include in your application how you will help to promote the event. This can be done by duplicating flyers and passing them out to schools, making announcements at public gatherings, or any creative idea you might have in helping to notify people about the North Texas Book Festival. (See item #8 of this grant application)

**Award Range:** \$500 -- \$1,000

**Application Deadlines:** All proposal submissions **must be postmarked by the U.S. Postal Service no later than Monday, May 14, 2012**, thirty days after the North Texas Book Festival event, **or placed in its rural mailbox by midnight May 14, 2012.**

North Texas Book Festival, Inc.  
Project Research Committee  
710 Old Justin Road  
Argyle TX 76226

**Notification of Recipients:** Before September 30, 2012. ***Grant awards presented at North Texas Book Festival, 2013. (April 20, 2013 - Time 10:30 a.m.)***

**Proposal Review:** Proposals will be competitively reviewed by the Project Research Committee of the North Texas Book Festival, Inc. **All proposals will be subject to number-coded, blind review relative to applicant. Accordingly, specific reference to the applicant should be limited to information on the cover page, and any such mention within the text will be deleted before committee review.**

**Submission of Proposals:** All proposal submissions **must be postmarked by the U.S. Postal Service no later than Monday May 14, 2012**, thirty days after the North Texas Book Festival event. They should be delivered through U.S. mail or in person to the rural mailbox specified above by midnight May 14, 2012. **The rural mailbox will be checked promptly at midnight.**

DO NOT FAX OR E-MAIL

North Texas Book Festival, Inc.  
2011 Grant Application

Code \_\_\_\_\_

Public libraries, school libraries and non-profit literacy programs in Denton County will be eligible for a North Texas Book Festival, Inc. grant for the year 2012.

North Texas Book Festival, Inc. is non-political, non-sectarian and non-profit in all its policies and activities. Public libraries, school libraries and non-profit literacy programs to be considered for funds must meet the same criteria and must be established in Denton County for a minimum of three years. Recommendations by the Project Research Committee will be determined by the information in this application.

**Note:** Grant reviews are anonymous. This cover sheet will not be included as a part of the actual selection process by the Project Research Committee. Consideration of your request will be based entirely on the following proposal: (Please TYPE or PRINT CLEARLY)

General Information

1. Name of organization \_\_\_\_\_
2. Date organization established \_\_\_\_\_
3. Address \_\_\_\_\_
4. Telephone number \_\_\_\_\_ Summer phone contact \_\_\_\_\_
5. Email address \_\_\_\_\_ Web site \_\_\_\_\_  
Summer Email \_\_\_\_\_
6. Name and title of person making request \_\_\_\_\_
7. Federal tax exemption number \_\_\_\_\_
8. Is this organization established for profit \_\_\_\_\_ or non-profit \_\_\_\_\_?
9. What geographical area does your organization serve? \_\_\_\_\_
10. What is the total population of the area served? \_\_\_\_\_

**AGREEMENT:** If awarded a grant, it is agreed that this library will submit a progress report including an accounting of funds used, on or before one year from the day the grant is funded. A final report will be submitted at the completion of the grant project.

\_\_\_\_\_  
Signature of Representative

\_\_\_\_\_  
Date

**ASSURANCES OF CONTINUED SUPPORT:** It is agreed that funding for this library will not be diminished, curtailed, or cut in any way as a result of awarding this grant.

\_\_\_\_\_  
Signature of Authorization

\_\_\_\_\_  
Date

(Circle applicable title: Mayor, City Manager, County Judge, Superintendent, Treasurer or Business Manager)

All proposal submissions **must be postmarked by the U.S. Postal Service no later than Monday, May 12, 2012**, thirty days after the North Texas Book Festival event.

**The Rural Mail Box will be checked at midnight**

North Texas Book Festival, Inc.  
Project Research Committee  
710 Old Justin Road  
Argyle TX 76226

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