

Dictionary Project Proposal Letter: Every school district has different rules as to who is able to approve programs such as this. Make a call before sending your letter and follow up in a timely manner.

February 15, 2013

Mrs. School Administrator
Anytown ISD
P. O. Box 100
Anytown, TX 78701

Dear Mrs. School Administrator,

The Dictionary Project is a nonprofit organization that raises money to buy dictionaries for third grade students in the state of South Carolina. The goal of this program is to assist all third grade students to complete the school year as good writers, active readers and creative thinkers by providing the students with their own personal dictionaries. The dictionaries are a gift to each student to use at school and at home for years to come. Since its inception, and as volunteer organizations across the country like Texas Federation of Republican Women have learned about the project, nearly eight million dictionaries have been distributed nationally. Anytown Republican Women would like to have your approval to implement the project for third graders at Anytown Elementary.

The Dictionary Project and its benefits has been the subject of news reports on ABC Nightly News, The Wall Street Journal, and others. Below are some of the comments by educators, in support of the project.

"We give them the skills here, but if they don't have the resources to follow through at home, it renders it null and void," said Dorothy Hamm, principal of the Weber Elementary School.

"I can say with tremendous confidence that this is a part of what's making a difference here in our school district and I believe throughout our state," said Steve Hefner, a school superintendent in Columbia, South Carolina.

Gene Huiet, principal of Merriwether Elementary School in North Augusta, near the Georgia border, has received them for six years and says he knows they help. "We've got kids who literally read them, who never had a dictionary in the house, and now they're winners," he says.

The dictionaries are a gift to each student to use at school and at home throughout their academic career. A dictionary is also provided to the teacher so that it may be utilized as a homework resource. Our organization has made the commitment to provide the dictionaries (at our expense) as an annual project. This is not a one-time donation.

I look forward to discussing this project with you and will call you in a few days to make an appointment.

Sincerely yours,
Pinkie Elephante,