

BUDGETING

FOR YOUR

SCHOOL LIBRARY

- MHLE NKAMBULE



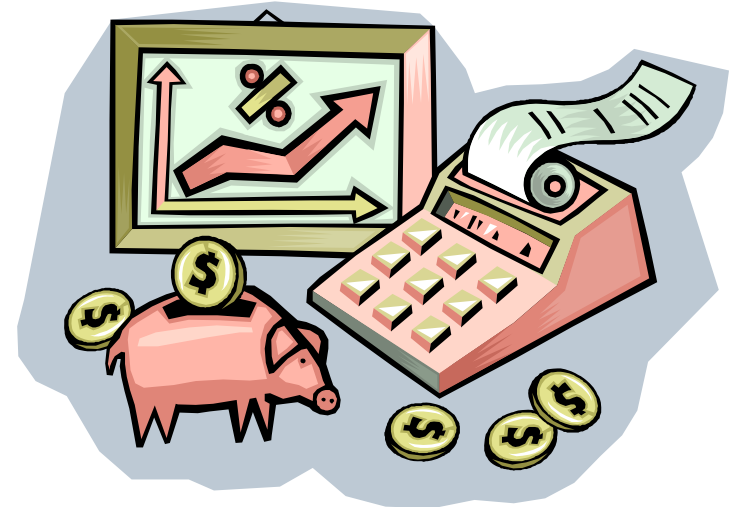
BUDGETING FOR YOUR SCHOOL LIBRARY

- Our curriculum is resource based
- School libraries need to have a variety of resources to support teaching and learning in schools
- Principals should support the school library as he/she has power to influence the development and status of the library
- Learners need to collect, analyse, organise and critically evaluate information
- Learners are given projects, assignments from different learning areas
- Well resourced school libraries are a foundation for quality education



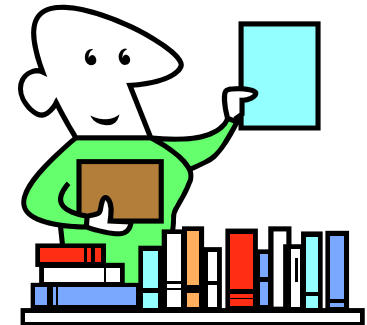
FUNDING OBTAINED FROM

- 10% of your LTSM Norms and Standards allocation
- A flat rate per learner
- External grants
- Fundraising



WHY FUNDING IS NECESSARY

- **Replace materials which are worn, outdated or unsuitable**
- **Fill gaps (e.g. not enough resource material to support the curriculum)**
- **Meet new demands**
- **Build up a balanced collection**
- **Construct or maintain a building**
- **Pay a librarian**



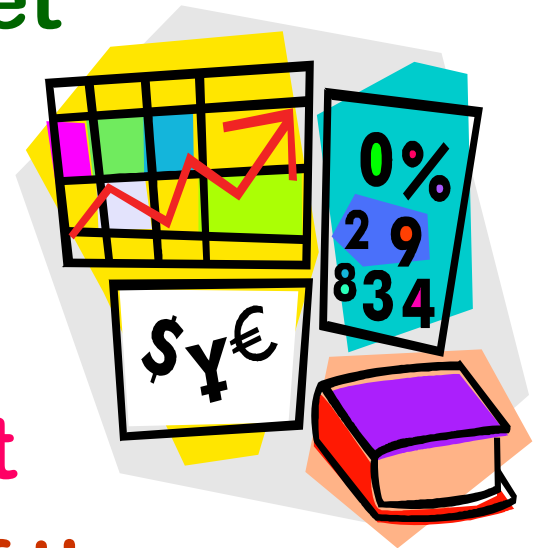
PURPOSE OF BUDGET SUBMISSION IS TO

- **Outline the needs of the library collection**
- **Provide a better understanding of the library's needs by the Finance Committee of the School**
- **Demonstrate the outcomes which will be achieved through allocation of the requested budget**



THE PHASES OF THE BUDGET ARE

- **Needs analysis and planning**
- **Development of the budget submission statement**
- **Allocation of the budget funds**
- **Expenditure of the budget**
- **Review and publication of the outcomes**





EXAMPLE OF A LINE-ITEM BUDGET

2009 LIBRARY BUDGET			
EXPENSES		INCOME	
New books	R10 000	Fines	R300
Building maintenance	R3 000	Donations	R6 000
Postage	R50	Party	R2 000
Software	R750	Raffle	R4 000
TOTAL	R14 000	TOTAL	R15 000

