



Annual Book Fairs Initiative: Participation Agreement Form

INSTRUCTIONS

This Participation Agreement Form is to be completed by Public School Units (PSUs) on behalf of schools proposed to participate in the Annual Book Fairs initiative. The Duke Endowment (TDE) is offering 1:1 matching funds for each participating school.

Detailed information about the initiative can be found on North Carolina Department of Public Instruction's [Comprehensive and Targeted Supports \(CTS\) website](#) under the "The Duke Endowment's Matched Funding Offer – Annual Book Fairs" tab.

Please submit this Participation Agreement Form and the Costing Tool (see item 2 under "REQUESTED INFORMATION") by email to Todd Dalrymple, tdalrymple@tde.org, by February 27, 2026 (end of day).

The Duke Endowment is available to consult on the initiative and completing this form. Please contact Todd Dalrymple with questions or requests to meet.

REQUESTED INFORMATION

1. Name of the Public School Unit: _____
2. Please complete the "Annual Book Fairs Costing Tool" located on the [CTS website](#) that captures basic information about all schools proposed by the PSU for participation. Please attach the Costing Tool to your emailed submission.
3. By applying to participate, we ask that the PSU and proposed school(s) agree to the following requirements for the initiative and the associated matched funding. Please write "Yes" next to each requirement to indicate your agreement.
 - a. Our PSU and proposed school(s) will engage in planning with the program provider in spring 2026. _____
 - b. Our PSU and proposed school(s) will support the program provider to deliver Annual Books Fairs with fidelity to the program model in spring 2027, spring 2028, and spring 2029. _____
 - c. Our PSU and proposed school(s) understand that, to enable a rigorous evaluation, an independent study team will use a randomized lottery to select _____



half of the schools for participation, while the other half continues with standard programming.¹ _____

- d. Our PSU and proposed school(s) will work with the independent study team to help facilitate data collection (likely minimal) for the randomized-controlled trial study, as needed. _____
- e. Our PSU and proposed school(s) will provide funding for its 50 percent share of the program costs, as calculated using the Costing Tool (see “Maximum Cost to PSU over 3 Years” in the “Cost Estimate” sheet). _____

4. Please provide the contact information for the most appropriate PSU representative for follow-up communication with TDE.

Additional contact name for follow-up

Additional contact email address for follow-up

5. Please have the PSU superintendent or leader sign and date in the field below.

Title

Signature (type name)

Date

By signing, I attest that all information provided is accurate to the best of our knowledge.

¹ Schools that are not selected for participation are not expected to use any of the funding proposed in their budgets for Annual Book Fairs. Soon after the Participation Agreement Form deadline, we will notify PSUs about which schools were selected for participation so that funds for the proposed schools that are not selected can be used for other purposes.