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February 3, 2009

Laura E. Mason Program Officer Bill Graham Foundation 121 Steuart Street San Francisco, CA 94105

Dear Ms. Mason,

The New Conservatory Theatre Center is thrilled to receive a \$2,500 grant from the Bill Graham Foundation. This funding will support NCTC's inaugural run of Cootie Shots: Theatrical Inoculations Against Bigotry, a theatre-in-education program for grades 2–5 that celebrates diversity and promotes tolerance. Enclosed is our signed grant agreement.

Cootie Shots is joining NCTC's acclaimed YouthAware Educational Theatre series, which utilizes educational dramas, structured discussions, and free online resources to educate youth about critical health, wellness, and tolerance issues. Following our acclaimed sold-out preview run of Cootie Shots last year, NCTC will present its premiere production of Cootie Shots at our downtown San Francisco theatre arts complex for visiting school groups from across the Bay Area.

NCTC would be honored to have you as our guest at the upcoming *Cootie Shots* performance of your choice. *Cootie Shots* runs February 17—March 5, 2009, Mondays through Thursdays at 10:00am and 11:30am. If you or a colleague at the Bill Graham Foundation can attend, please RSVP to me at 415-861-4914 ext. 110 or meredith@nctcsf.org with the requested date, time, and number of tickets.

On behalf of our students, staff, artists, audiences, Board of Directors, and Artistic/Executive Director Ed Decker, I thank you for your support. We look forward to reporting on the success of *Cootie Shots* this year.

Sincerely,

Meredith Lee

Mendeth Lee

Executive Assistant/Development Officer