

Call for applications for the 2012 LACUNY Professional Development Grant Spring 2012

THREE grants of up to \$500 each will be awarded to full LACUNY members who are library faculty for the purpose of attending library-related conferences or meetings that take place after mid-March 2012. Proposals will be blind reviewed by members of the Professional Development Committee (PDC).

This is not a research travel grant, which is covered by the PSC-CUNY Research Awards. In addition, this grant is separate from any funds which may be available through a particular college or department for faculty travel—the availability of such fund plays no role in the committee's decision-making.

Proposal Due Date: March 01, 2012

The grant applications will be evaluated on the following criteria:

- **Professional Relevance:** How the member's attendance furthers the association's mission, or contributes to areas of special focus within CUNY libraries, or explores new trends in the field AND how well these ideas are communicated to the reviewers.
- **Budget:** The inclusion of a detailed budget indicating the following
 - Estimation of travel expenses (by most economical method)
 - Air
 - Train
 - Car
 - Other
 - Meals. With receipts, the maximum total allowance for meals will be \$50 per day. (No more than \$18 for breakfast, \$25 for lunch and \$40 for dinner.)
 - Lodging
 - Registration fee
 - Local travel
 - Other costs

ELIGIBILITY CRITERIA:

- **LACUNY Membership:** Applicants must be LACUNY members as of March 1, 2012 (Paypal or checks received, not postmarked).
- **Statement of Intent to Comply:** The funds for the LACUNY Professional Development Travel Grant will be disbursed by the LACUNY Treasurer prior to your attendance at the conference/event for which you have been awarded this grant*. The recipient **MUST** sign documentation acknowledging that all receipts and documentation for expenses covered by the Grant will be submitted to the LACUNY Professional Development Committee, together with a summary report about the conference attended within **30 days** of completion of travel.

- **Summary Report:** Awardees will submit a summary report to the Professional Development Committee, which will appear on the Committee's website and will be published in LACUNY's News from CUNY Libraries.
- The original receipts or photocopies must be submitted within 30 days of the completion of travel.
- Activities and/or publications supported will credit "LACUNY Grant for Professional Development."
- Past Grant Awardees are NOT eligible.
- No preference for Junior Faculty.
- Adjunct faculty **is** eligible as long as they are LACUNY members in good standing.
- Awards will NOT be given to more than one person from each institution.
- Availability—or lack of availability—of travel funds at local colleges or library departments are NOT considered.

Proposal Due Date: March 01, 2012

Awards Announced: March 15, 2012

*Every effort will be made to disburse the funds in a timely manner. However, please allow the committee a reasonable amount of time to distribute funds.