 **Grants Guidelines & Application**

The Greater Philadelphia Law Library Association (GPLLA) Grants & Scholarships Committee administers funds, which will allow its members to attend educational programs, seminars, etc. relevant to law librarianship. The grants are aimed at law librarians and student members who demonstrate potential to contribute to the organization in particular and to the profession as a whole.

Grants are awarded for an amount up to, but not exceeding $695.00.

Grants & Scholarships Committee members are ineligible to receive grants during their tenure on the Committee. Grant recipients may receive only one grant award per year. New grant applicants will receive priority over previous recipients.

To be considered for a GPLLA Grant, a member MUST meet the following eligibility requirements and complete the following application guidelines.

**Eligibility Requirements**

An applicant must meet all of the below requirements to be considered for the grant:

(1) Be a current (dues paid) GPLLA member or student member

(2) Reside within the geographic area covered by GPLLA. The geographic area

 covered by GPLLA includes: Pennsylvania, New Jersey and Delaware.

 Preference will be given to applicants residing in the Tri-State area (generally

 understood to encompass the area of Pennsylvania east of the Susquehanna River,

 the area of New Jersey south of and including Trenton, and all of Delaware).

\*If circumstances arise which prevent a grant recipient from using any or all the funds, it will revert back to the Grants & Scholarships Committee, and the recipient will be eligible to reapply in the future.

\*\*All grants shall be used for the designated meeting/workshop.

A**pplication Guidelines:**

(1) Submit a legibly completed **GPLLA Grants Application**, to be received at least

two (2) months prior to the discounted (Early-Bird) registration deadline for the proposed meeting or conference.

(2) Submit a **brief personal statement** which describes why you should receive a

 grant, how attending the conference or workshop will assist you professionally,

 your level of involvement in library activities, and any other information which you

 feel may aid the committee.

(3) Submit a current **resume**.

(4) **OPTIONAL**

 Submit one (1) **letter of recommendation** which address your potential to

 contribute to the chapter and to the law librarianship profession, and which

 address your need for the grant.

In selecting the grant recipients, the Grants & Scholarships Committee will consider the following factors:

 (i) Genuine interest in the profession of law librarianship, as evidenced by, but

 not limited to:

 1) grant application

 2) personal statement discussing your career goals, and how you will professionally benefit from attending the program (250 words or less)

 3) current resume

 4) letter of recommendation which discusses your potential to contribute

 to GPLLA and law librarianship, and which also addresses your grant needs

 5) relevant professional activity

 6) proven or potential to contribute to the chapter and field of law

 librarianship.

 (ii) Any previous grants or scholarships to an applicant; however, such previous awards will not render the applicant ineligible for the grant.

 Grant recipients are eligible for only one (1) grant each calendar year.

1. Financial need.

Grant recipients may be requested to write a brief description of their experience which may be shared with the members of the law librarianship community.

Each application will be considered on its own merits. Although the grant is competitive, a sole applicant will not necessarily be awarded nor denied a grant.

Emailed applications are preferred, but mailed copies are acceptable.

Incomplete or late applications will not be considered.

**2020 Grants Application Form**

Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Current Position \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Length of employment \_\_\_\_\_\_\_\_\_\_\_\_\_

Briefly describe your duties and responsibilities in your current position \_\_\_\_\_\_\_\_\_\_\_\_\_

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List any professional association memberships or activity you have undertaken that are related to law librarianship or the use of law-related resources.

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Have you previously received a GPLLA grant or scholarship? \_\_\_\_\_\_Yes \_\_\_\_\_\_No

Name, date, and location of program you wish to attend \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Estimated expenses:

 Registration: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Meals: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Hotel: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Transportation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

What amount will your employer contribute? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**PLEASE READ AND SIGN THE FOLLOWING:**

I have read the GPLLA Grant Guidelines.

If the circumstances surrounding my application change materially after submission of this application, I shall immediately notify the Chair of the Grants & Scholarships Committee.

I understand and agree that if I receive a GPLLA Grant and if, for any reason, I fail to maintain the eligibility requirements for which the grant was awarded, I shall immediately notify the GPLLA Grants & Scholarships Chair. I understand that, depending on circumstances, I may be required to repay all or part of the grant.

Date: \_\_\_\_\_\_\_\_\_\_ Signed\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please forward the completed **GPLLA** **Grants Application, personal statement, and resume** to be received at least two (2) months prior to the discounted (Early-Bird) registration deadline for the proposed meeting or conference, to the Grants & Scholarship Co-Chairs at the address below. Applicants may also submit an optional letter of recommendation. Emailed applications are preferred, but mailed copies are acceptable. Be sure to write “GPLLA Grant” on the subject line of the e-mail. NOTE: If an electronic copy of the packet is submitted, and a letter of recommendation will be forthcoming, please indicate as such in your electronic application packet. All electronic correspondence should have “GPLLA Grant” in the subject line of the e-mail to ensure proper handling. Fax copies are not acceptable.

Maggie Stewart Adams, Reference Librarian

(Co-Chair, GPLLA Grants & Scholarships Committee)

Widener University Delaware Law School

Legal Information Center

mmstewart@widener.edu

Christy D’Antonio, Access Services Team Leader

(Co-Chair, GPLLA Grants & Scholarships Committee)

Widener University Delaware Law School

Legal Information Center

cldantonio@widener.edu

Mailing address (email applications are strongly encouraged):

Maggie Stewart Adams

Widener University Delaware Law School

Legal Information Center

4601 Concord Pike

Wilmington, DE 19803-0406

2019-2020 GPLLA Grants & Scholarships Committee:

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