

# Law Library Association of Greater New York 2017 AALL Management Institute Grant

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## General Grant Information

- An accomplished librarian and LLAGNY member seeking to attend the 2017 AALL Management Institute, which will take place in Chicago, Illinois at the Hotel Palomar on Thursday, March 30, 2017 through Saturday, April 1, 2017, should apply.
- Applications will be accepted beginning Monday, January 9, 2017, and will be accepted no later than 9:00 a.m. on Monday, January 23, 2017. Applications should be sent to [grantsandscholarships@llagny.org](mailto:grantsandscholarships@llagny.org).
- Application recipients will be notified as soon as possible after the submission deadline.
- The grant amount awarded will be up to \$2,000.00. There are no restrictions on how this grant can be used, as long as it is applied to participation in the 2017 AALL Management Institute. Reasonable uses may include payment of the registration fee for the conference, hotel stay expenses, and travel to and from the conference.
- LLAGNY will work with the grant winner to register for the conference by February 3, 2017, which is required to receive grant funds. Please note that recipients should be prepared to register for the conference as soon as possible after being notified of the receipt of their award.
- Recipients will be required to write a Law Lines article on their experience at the 2017 AALL Management Institute.

## Criteria for Grant Application

- Applicant must be both a Regular AALL member and a Regular LLAGNY member. Other classes of membership are ineligible.
- Applicants must have demonstrated a commitment to librarianship, based on employment history, membership in AALL, involvement in LLAGNY and/or AALL, and attendance at LLAGNY functions.
- Applicants must also demonstrate how the grant will assist in their continuing professional development by submitting a written statement detailing their goals for developing their leadership skills and pursuit of managerial and supervisory positions in their librarianship career.
- More weight will be given to those who do not receive employment contributions or matching funds.
- Although consideration will be given to whether or not the applicant has previously received a LLAGNY grant, it will not preclude an applicant from receiving this grant.

Please email your completed application to [grantsandscholarships@llagny.org](mailto:grantsandscholarships@llagny.org) by no later than 9:00 a.m. on Monday, January 23, 2017.

Personal Information	
Name	
Home Address	
Telephone	
E-mail Address	
Permanent Address (if different from above)	

Please certify your AALL and LLAGNY membership:
<input type="checkbox"/> I am a regular member of AALL, and my membership is current.
<input type="checkbox"/> I am a regular member of LLAGNY, and my membership is current.

Will your employer pay any or all of your expenses to participate in this continuing professional development?
<input type="checkbox"/> Yes
<input type="checkbox"/> No
If so, what dollar amount?

Does your employer provide matching funds for continuing professional development?
<input type="checkbox"/> Yes
<input type="checkbox"/> No
If so, to what amount?

Have you ever received a LLAGNY grant?
If so, state the name of the grant, the amount received, and year awarded:

<b>Current Employment Information</b>
Employer Name & Address:
Employment Dates
Name & Title of Supervisor
Title of Position
Please state the nature of your current duties:

<b>Previous Employment and Relevant Experience</b>
Beginning with the most recent, list previous employment, if any, in library-related or otherwise relevant fields. Include your place of employment, job title, and length of service.
<b>A.</b> Employer:
<b>B.</b> Employer:
<b>C.</b> Employer:

**Professional Activities**

Are you a member of any national or local library or information-related organizations? If yes, please provide the name(s) and the month and year you joined.

Organization	Dates

Have you served on any committees, program panels, workshops, or contributed to any publications? If so, list them below.

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**Have you ever attended any continuing professional events or activity?**

Yes       No      If yes, please describe below.

Activity	Dates

**Have you ever assisted with a LLAGNY, or other library association, function?**

Examples include mailing flyers, staffing booths, etc. If yes, please describe below.

Activity	Dates

## Personal Statement

Please write a short statement detailing your goals for developing your leadership skills and your pursuit of managerial and supervisory positions in your library career.

**Please email your completed application to**  
**[grantsandscholarships@llagny.org](mailto:grantsandscholarships@llagny.org)**  
**no later than 9:00 a.m. on**  
**Monday, January 23, 2017**