

## **KLA Academic Library Section (ALS): Professional Development Grant Guidelines**

The Kentucky Library Association's Academic Library Section has made funding available for professional development grants every year since 1983. Funding comes from the interest generated by the investment of Section funds. The purpose of the grant is to assist Academic Library Section members with their own professional development. Proposals for the 2013 grant awards are now being accepted.

At least one grant of one thousand dollars (\$1000) in total will be awarded (with the possibility of multiple partial grants) should the Committee receive a sufficient number of qualifying proposals. Half of the award is allocated at the beginning of the project and the remainder upon completion. Announcement of the award(s) will be made in September 2013.

### **REQUIREMENTS:**

- Applicants must be members of the Academic Library Section of KLA.
- Awards are made for projects involving: innovative program implementation, research, course development, materials development, and/or continuing education. Continuing education grants will fund attendance at pre-conferences, institutes and workshops; they will not fund attendance at annual conferences of KLA, SELA, ALA, etc.
- Funding will not cover the cost of materials that will become the property of the grantee or the grantee's institution.
- Funding will not cover incentives or prizes for research or professional development purposes.
- Projects must be designed for completion within one year of receipt of initial award payment.
- Award winners must submit a written report of the project's results to the Committee Chair upon completion of the project and prior to the receipt of the final payment of the award. This report will also be shared with Section members via an accepted article in *Kentucky Libraries*, presentation or poster session at a KLA fall/spring conference, or an oral report at an ALS business meeting.
- Proposals must be in outline form using the following headings:
  1. Purpose of project
  2. Objectives of project
  3. Need to be served or benefit to be received at institution or for other libraries/librarians
  4. Methods to be used to accomplish purpose and object of project
  5. Methods to be used to evaluate project
  6. Itemized budget
    - A. Full amount of project
    - B. Necessary amount should only partial funding be available
  7. Beginning and ending dates
- If, in the event that, the winner is unable to attend the institute or workshop for which the award was originally given, that person would need to submit a proposal (not an new application) to the Committee for the money to be used for a different/similar project or relinquish the award.

TO APPLY

SUBMIT ELECTRONICALLY BY **August 16, 2013** TO *marsha.seamans@uky.edu*

or

BY FAX: *ATTN: MARSHA SEAMANS 859-257-0504* (send email announcing arrival of fax)

or

BY MAIL, SEND THE PROPOSAL TO:

*Marsha Seamans  
W.T. Young Library  
500 S. Limestone St.  
University of Kentucky  
Lexington, KY 40506-0456*