**Purpose:**

The purpose of this Grant is to financially assist a member of NJLLA to attend the AALL Annual Meeting. This NJLLA Grantcovers the cost of registration, transportation, and hotel accommodations up to $1,500. Receipts for these costs must be submitted to the NJLLA Treasurer.

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**Qualifications:**

Applicants must be members of the New Jersey Law Librarians Association. Prior grant recipients (within the last five years) and current members of the Grants & Awards Committee are not eligible to apply. If circumstances prevent the use of the grant by the grant recipient, the award reverts to the Executive Board for disposition. It is then possible for the original recipient to apply for future grants.

**Requirements:**

* Application and essay must be received by **Monday, April 23, 2018.**
* No letters or recommendation, referrals or resumes will be accepted, and **submission of such may be grounds for disqualification**.
* Applicants assume full responsibility for assuring that all information needed is received by the deadline. In fairness to others, **no handwritten, late or incomplete applications will be processed.**
* All applicants will be notified of the receipt of their application by **April 24, 2018**, and of the committee’s decision by **May 4, 2018.**
* Recipient must present receipts to the Treasurer **no later than 30 days** following the AALL Annual Meeting and
* Recipient must submit an article by **August 31, 2018** describing his/her experience at the meeting to the Technology Committee Chair for posting on the NJLLA website**.** Reimbursement will occur after both requirements have been met.

**Procedures:**

The application below and the essay must be submitted to the Vice President/President Elect of the New Jersey Law Librarians Association at the address below. Receipt of each application will be confirmed by the Vice President/President Elect. The Vice President/President Elect will send the anonymous essays to the members of the Grants and Awards Committee for review and selection. The selection of the recipient will be made by May 4, 2018. All applicants will be notified of the Committee’s decision.

**SIGNATURE REQUIRED:**

I have not received a NJLLA grant within the past five years. If I receive a grant to attend a program or seminar and if for any reason I cannot attend, I shall return the grant money to the Executive Board of the New Jersey Law Librarians Association.

|  |  |
| --- | --- |
| **Applicant’s Signature** | **Date** |

Send your application Dennis Kim-Prieto, NJLLA Vice President Phone: 973-353-3037

with required essay to: Rutgers Law Library Email: dprieto@law.rutgers.edu

 123 Washington St.

 Newark, NJ 07102

NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

TITLE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

INSTITUTION/EMPLOYER: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PREFERRED PHONE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PREFERRED E-MAIL ADDRESS: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

MEMBER OF NJLLA since \_\_\_\_\_\_\_\_\_\_ (You must be an NJLLA member to qualify for grant)

MEMBER OF AALL (Yes/No) \_\_\_\_\_\_\_\_\_\_\_\_

**Essay:**

***How Will You Benefit From Attending the 2018 AALL Annual Meeting?***

Include your essay of **250 words or less** with the application**.***No handwritten essays will be accepted.*

*NOTE: Since the identity of the applicants will not be known to the members of the Grants and Awards Committee, essays should not contain facts that may reveal the identity of the author. Your essay may be edited to remove any identifying information before being sent to the Grants and Awards Committee for consideration.*