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American Association of Law Libraries
AALL Annual Meeting/Workshop Grant Application
Student/New Member Application

Individuals eligible for the AALL Annual Meeting/Workshop Student/New Member Grant are

- Active Members with less than five years of AALL or AALL chapter membership, or
- Student Members of AALL or an AALL Chapter.

Preference is given to applicants who are active participants in the Association or one of its Chapters, and who may not be able to attend the Annual Meeting without financial assistance. Only Students or New Members who have not received and used an AALL grant in the past three years are eligible.

Applications for this Grant will be accepted at the Offices of the American Association of Law Libraries on or before April 1st. Recipients of the Grant will be announced in May. Early submission of the application packet should make it possible to verify that the file is complete well before the deadline. **Incomplete and/or late applications will not be considered.**

The application packet must include:

- A completed application.
- A personal statement in which you briefly describe how attending this particular Annual Meeting or Workshop will help you professionally; your level of involvement in library association (including SIS) or chapter activities; your financial need for the grant; and anything else you would like the Grants Committee to know about you.
- A current resume.
- Two letters of recommendation: These letters should address what benefit you will receive from attending this particular meeting or workshop. Additionally, the letters should comment on your potential to contribute to AALL, to a Chapter, and to the field of law librarianship.
  Please see : Lending a Hand

APPLICATION PACKET CHECKLIST:

- ☐ Completed Application
- ☐ Personal Statement
- ☐ Resume
- ☐ Letters of Recommendation - Please list names:
  1.
  2.

TO HELP INSURE THAT THE APPLICANT'S FILE IS COMPLETE BY THE DEADLINE, ALL DOCUMENTS SHOULD BE SUBMITTED IN ONE PACKAGE IF AT ALL POSSIBLE.

IF YOU CHOOSE TO COMPLETE THIS APPLICATION BY HAND PLEASE PRINT CLEARLY.
ALL ANSWERS WILL BE KEPT CONFIDENTIAL.

Before filling out this application, read all the questions carefully. This application can be sent via e-mail by clicking on the "submit by e-mail" button and any attachments can be e-mailed to pdavidson@aall.org or can be mailed to the address given at the end of this application. Once all required materials are received a confirmation e-mail will be sent from AALL and your application will be considered by our Grants Committee.

I am applying for a grant to the: ☐ Annual Meeting ☐ Workshop

Personal Information

Full Name:

Present Home Address:

City: State: Zip:

E-mail Address: Phone Number:

Permanent Address:
(if applicable)

City: State: Zip:

Library Employment History (last five years)

Attach a separate sheet if necessary

Position Title: ☐ Full Time ☐ Part Time

Employer:

Employer Address:

City: State: Zip:

Phone Number: Dates of Employment:

Position Title: ☐ Full Time ☐ Part Time

Employer:

Employer Address:

City: State: Zip:

Phone Number: Dates of Employment:

Position Title: ☐ Full Time ☐ Part Time

Employer:

Employer Address:

City: State: Zip:

Phone Number: Dates of Employment:

Position Title: ☐ Full Time ☐ Part Time

Employer:

Employer Address:

City: State: Zip:

Phone Number: Dates of Employment:

Educational Information

Attach a separate sheet if necessary

Are you currently a student enrolled in a degree program to further your career in law librarianship?

☐ Yes ☐ No If yes, please complete the following:

Educational Institution:

Enrollment Date: Graduation Date:

Course Work: (Please list specific classes taken to date):

AALL Membership Information

Are you a member or student member of AALL? ☐ Member ☐ Student Member ☐ Not a Member

How long have you been an AALL member?

Are you a member or student member of an AALL Chapter? ☐ Member ☐ Student Member ☐ Not a Member

Which chapter(s)?

How long have you been a member of each chapter?

AALL and/or AALL Chapter Activities. Include dates. (attach a separate sheet if necessary):

Personal Statement

Attach an additional sheet

Please write a personal statement in which you briefly describe: How attending this particular Annual Meeting or Workshop will help you professionally; your level of involvement in library association (including SIS) or chapter activities (preference will be given to applicants who are active in the association or one of its chapters); your financial need for the grant (including whether your employer will provide support, and/or if you have received a grant from an AALL Chapter to attend this meeting); and anything else you would like the Grants Committee to know about you.

Letters of Recommendation

Please submit two letters of recommendation of people who know you well. These letters should address both the benefit you will receive from attending this particular meeting or workshop and your financial need for the grant. Additionally, the letters should comment on your potential to contribute to AALL, to a Chapter, and to the field of law librarianship.

Additional Information

☐ I have not applied for an AALL grant in the past.

☐ I previously applied for an AALL grant, but I was not awarded one.

☐ I was awarded an AALL grant, but I was unable to use it.

☐ I was awarded an AALL grant in _____ , and I used it (list year).

Final Checklist

INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED

APPLICATION PACKET DELIVERY METHOD
(Please choose from the drop down menus)

Completed Application:

Personal Statement:

Resume:

Letters of Recommendation - Please list names:

1.

Sent by:

2.

Sent by

☐ **By checking this box, I attest the answers given on this grant application are accurate and complete.**

☐ **By checking this box, I attest that if I receive a grant for the AALL Annual Meeting/Workshop and for any reason I cannot attend, I shall immediately notify the AALL Grants Committee.**

Today's Date:

TO HELP INSURE THAT THE APPLICANT'S FILE IS COMPLETE BY THE DEADLINE, ALL DOCUMENTS SHOULD BE SUBMITTED IN ONE PACKAGE IF AT ALL POSSIBLE.

RETURN COMPLETED APPLICATION TO:

Chair, Grants Committee
American Association of Law Libraries
105 W. Adams Street, Suite 3300
Chicago, Illinois 60603

Print Form

Submit by Email