

LAUC Presentation Grant Application Form

NOTE: Grant proposals are confidential until funding decisions are made.

INSTRUCTIONS:

To apply for a Presentation Grant, submit PDF copies of the following three (3) items as email attachments to your local campus R&PD Chair:

- 1) A completed copy of this application form (be sure to retain the fillable fields);
 - File should be named: [Last Name]_[Campus]_[Presentation_Form]_[Academic Year]
 - Example: Green_UCLA_Presentation_Form_2019-2020
- 2) Evidence of conference presentation acceptance (email, screenshot of webpage, etc.); and
 - File should be named: [Last Name]_[Campus]_[Presentation_Acceptance]_[Academic Year]
- 3) Evidence of approved release time, if applicable (signed memo, copy of an email, etc.)
 - File should be named: [Last Name]_[Campus]_[Presentation_Release]_[Academic Year]
 - “Release time” includes time away from campus to attend a conference.

Applicant

Name: _____

Title: _____

Campus: _____

Telephone Number: _____

Email Address: _____

Represented or Non-Represented

Academic Rank (Assistant, Associate, Librarian): _____

Do you owe any outstanding reports from previous LAUC grants? Yes No

Application

Date of Submission: _____

Total Amount Requested from LAUC (\$600 maximum): \$ _____

Presentation

Type of Presentation:

- Research Paper
- Conference Session
- Lightning Round
- Panel
- Poster
- Other: _____

Presentation Title: _____

Role in Presentation (Presenter, Co-Presenter, Panelist, etc.): _____

Conference Name: _____

Conference Location and Date(s): _____

Conference Organizing Body: _____

Presentation Description:

- ✓ In addition to describing the presentation itself, be sure to highlight your topic's value to the UC, to the library profession, and/or to your own professional development, being as clear as possible in order to appeal to general librarian readers who are not otherwise familiar with your subject. You should refer to the scoring sheet on the LAUC Grants page for more detail on how your proposal will be evaluated, and you should carefully read and address the grant guidelines information on the LAUC website in your description.

Budget Summary

\$_____ Transportation (describe): _____

\$_____ Conference Registration

\$_____ Hotel (_____ day(s) at \$_____ per day)

\$_____ Meals (_____ day(s) at \$_____ per day)

\$_____ Other Expenses (describe): _____

\$_____ Total Cost

\$_____ Total Amount Requested from LAUC funds (\$600 maximum)

\$_____ Other Funding Obtained or Expected (amount and source)

LAUC Research & Professional Development Committee
Last revised 08/14/2019 reg