

**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: (1800-character limit)

- ✓ 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 10/2021 reg