PROFESSIONAL DEVELOPMENT GRANTS COMMITTEE

MEMBERSHIP:

A committee consisting of three members serving three year overlapping terms (no two committee members should be employed in the same library at the time of their selection). Committee members review applications for the awarding of available SDLA grants and scholarships.

Function:

1. Evaluate applications, select recipients, and notify Executive Board
2. Continue to increase efforts to promote grant opportunities to the membership and announce deadlines

In August 2010, the South Dakota Library Association Leon Raney Endowment Fund was established with the South Dakota Community Foundation (SDCF). Fund distributions will be used to support professional development grants, scholarships, and SDLA Conference grants. SDLA is committed to giving back to its members. Until the SDCF fund distributions meet or exceed $2700, money for awards will come from SDLA general funds. When the SDCF fund distributions exceed $2700, the amount or number of grants and scholarships may be increased.

COMMITTEE DUTIES AND ACTIVITIES:

1. The committee should actively advertise the grants in Book Marks, via the SDLA listserv, social media, and on the SDLA website.
2. The chairperson will acknowledge receipt of an application by the committee to each applicant as soon as application is received.
3. The chairperson should forward copies of applications to other Committee members for review and final Committee decisions.
4. Grant recipients will be selected at a meeting, during a prearranged conference call, or by email vote of the committee members.
5. Written confirmation of the recipients should be filed with the president within 15 days after final committee decisions have been made.
6. The committee chairperson should notify recipients in writing no later than 20 days after final committee decisions have been made. The chairperson should also notify nonrecipients
at the same time.

7. The committee chairperson shall accept the evaluative reports from the recipients. A copy of the reports shall be forwarded to the editor of Book Marks and may be published in Book Marks or elsewhere. Award recipients shall submit a participation report for publishing in Bookmarks and the website.

8. At least two months prior to the annual conference, the committee chairperson shall present a written annual report to the president. The grant recipients' names shall be announced, or the recipients introduced to the membership at the SDLA annual business meeting, in Book Marks and on the SDLA website.

PROFESSIONAL DEVELOPMENT GRANTS AND SCHOLARSHIPS

INFORMATION AND INSTRUCTIONS:

Value of grants and scholarships:

Four Professional Development Grants of up to $450 each are available to assist South Dakota Library Association members with the costs of attending conferences, workshops, or other professional learning opportunities. These grants are designed for those who are already established in the area of librarianship.

Four Scholarships of up to $500 each are available to assist SDLA members with the costs of professional education in the field of librarianship.

Four SDLA Conference Grants are available to defray costs of registration, travel and hotel expenses, plus costs of a substitute at the home library if needed. Grants of up to $400 may be awarded. Recipients must be members of SDLA.

Additional grants may be awarded to accepted MPLA Leadership Institute fellows to defer registration fees.

PURPOSE:

The purpose of the grants shall be to develop and improve library services in South Dakota by helping individuals expand and continue their education and background and to improve expertise in the area of librarianship. Association members are encouraged to apply for these funds which may be used for the following: formal coursework at a college or university; an independent study program; or attendance at workshops, institutes, seminars and conferences.

REQUIREMENTS FOR APPLICATION:
1. The applicant must be a resident of South Dakota or be employed in a South Dakota library.

2. The applicant must be a current personal member of SDLA.

3. The applicant must submit a completed application that includes a budget of expected expenses and a brief narrative statement describing personal growth and career development expected from the program.

4. Scholarship applicants must be accepted by an American Library Association accredited graduate school of library/information science, OR an undergraduate library media program that meets the ALA/AASL curriculum guidelines within a unit accredited by the National Council for the Accreditation of Teacher Education.

5. The application should be accompanied, whenever possible, by materials which describe the program.

6. Current Professional Development Grants Committee members are eligible for grants or scholarships; however, they may not vote on their own applications.

CONDITIONS OF GRANTS AND SCHOLARSHIPS:

1. Students, trustees, and unemployed members are eligible. It is not necessary that applicants be currently employed in a library.

2. All applicants must agree to give the committee an evaluative report on the program within 60 days of the event or 60 days after approval of funding, whichever is later. For the benefit of the membership, the evaluative report may be published in Book Marks.

3. Grant money will be awarded after the evaluative report is received and approved by the committee. In the case of an award for a person attending classes of at least one month in duration, grant money may be awarded when the SDLA treasurer receives proof of registration if the president of SDLA has approved this early disbursement of funds.

4. No applicant may receive more than one professional development grant or scholarship per twelve months.

5. If a continuing education unit certificate or letter of recognition is received upon completion of an institute or workshop, a copy should be submitted with the evaluative report.

6. Conference applicants are eligible to receive only one conference grant every three years.

7. If an applicant leaves South Dakota after being approved for a grant but before the grant
APPLICATION PROCEDURE:

1. The application form is available on the SDLA website.

2. Completed applications may be submitted at any time during the year. Application deadlines will be May 15 for scholarships; March 15/September 15 for professional development grants; and 45 days prior to conference for SDLA conference grants.

3. Applications will be acted upon within 30 days of the deadline date or 30 days prior to SDLA conference.

4. One or more professional development grants will be awarded following the March 15 deadline. Other applications submitted by March 15 will be reconsidered after the September 15 deadline.

5. Selections for the grants will be made by majority approval of the committee.

(August 2008)
(July 2010)
(September 2010)
(April 2017)
(February 2019)
(February 2022)