

NZLLA / Legal Library Services Travel Fund

Purpose

The NZLLA / Legal Library Services Travel Fund has been established to assist New Zealand Law Librarians' Association (NZLLA) members with travel within or outside New Zealand. The fund is generously supported by Legal Library Services Limited. In each calendar year, NZLLA may award grants to its members from the resources of the fund for any of the following purposes:

- to further the continuing professional education of the recipient;
- to contribute to the knowledge and development of law librarianship in New Zealand;
or
- to further the aims of the New Zealand Law Librarians' Association.

Qualification

Any applicant must be a current member of NZLLA at the time the application is made and when the activity is to be undertaken. Applications will be accepted from members of the NZLLA National Executive but such applicants are not permitted to participate in discussions regarding the grants for that funding round.

Judging Criteria

In making an award the panel will take into account the following criteria:

- the degree to which the proposed activity fulfills the purpose of the award;
- the candidate's commitment to NZLLA and/or law librarianship (eg. length of service in a law library, study towards a library qualification, NZLLA meeting attendance, leadership activities, the promotion of law librarianship through activities with NZLLA or other library organisations);
- the availability of financial assistance from the applicant's employer; and
- preference will be given to applicants who have not previously received an NZLLA grant or scholarship.

Requirement of successful candidate

Successful candidates will be expected to write a brief report for the NZLLA National Executive on the activity undertaken.

Applications

Applications should include:

- Name
- Full contact details including email address
- Qualifications and work experience
- Reason for the application and the expected benefits of the chosen activity
- Amount of funding sought and breakdown of expenses

- Any additional funding required to undertake the chosen activity and, if so, an estimate of the additional amount and how those costs will be met.

The total amount available for each year's awards is expected to be at least \$1,000 but the exact amount available will be confirmed at the time of the calls for applications. A maximum of half of the total amount will be awarded in the first funding round. The funds remaining will be awarded in the second funding round.

There will be two funding rounds in each calendar year: the first in April and the second in August. Closing dates for applications will be the Friday of the second week of April and August respectively. A panel consisting of the NZLLA President, Vice President and a senior librarian, or other suitable person, selected by the National Executive will award the grant(s) and the successful applicant(s) will be announced two weeks after the relevant closing date.