**TCLC CONTINUING EDUCATION AND DEVELOPMENT COUNCIL**

**Sr. Mary Dennis Lynch Memorial Fund**

**GRANT APPLICATION**

The Tri-State College Library Cooperative offers continuing education grants for attendance at continuing education activities (i.e., workshops, seminars, conferences) related to library skills & services. Members of TCLC libraries that belong to the Continuing Education Council (CEC) or who are personal members of the Council may apply for awards in order to continue their education in support of the library positions they hold or expect to hold. The awards are open to any library staff member, including professional, para-professional, and support/administrative.

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| Applicant name: | | |  | | | | | Date submitted: |  |
| Position: |  | | | | | | | | |
| Institution: |  | | | | | | | | |
| CEC membership (mark selection): | | | | | Institutional | Personal | | | | |
|  | | | | | | | | | |
| Activity Date(s): | |  | | | | Location: |  | | |
| Continuing education activity: | | | |  | | | | | |
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**Written statements should be attached with this form.**

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| --- | --- | --- | --- | --- |
| 1. Please attach a brief statement explaining how you would benefit by attending this continuing education activity.  Be sure to explain:  a) how the activity relates to your present or planned library position and,  b) what specific session(s), training, speaker(s), or exhibit(s) will improve your level of service or enhance your expertise. | | | | |
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| 2. If the grant does not cover the entire amount requested, would you be able to supplement with other funding sources? | Yes |  | No |  |
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| 3. What is your current involvement/participation in TCLC? | | | | |

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| --- | --- | --- | --- | --- |
| 4. How do you plan to share the information or skills gained through this endeavor with TCLC? Options include, but are not limited to, giving an informal talk at an Interest Group meeting, writing a report or blog article for the TCLC website, or sharing at the Annual Program. | | | | |
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| 5. Assistance requested: (Please itemize).  *Note that preference is given to supporting registration fees, but that if you have a compelling reason for requesting funding other than for registration, please explain.* | | | | |
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| As a condition of the grant, an award recipient must submit a brief, written report to the Council upon completion of the continuing education activity. | | | | |
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| Applications are due to the TCLC Office by: |  | | |  |
| Awards will be announced by: |  | | |  |
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| Signatures of applicant and supervisor: | | | | |
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|  | |  |  | |
| (Signature of Applicant) | |  | (Signature of Supervisor) | |

**Completed forms should be returned to TCLC:**

jdlugosz@eastern.edu