

**The Richmond Academic Library Consortium is pleased to announce its
annual RALC Award for the Profession Academic Year 2024-25**

Call for Applications

This Award provides financial support for graduate education leading to an advanced degree in library science, information science, information systems, archival studies, or related programs. It supports staff members at RALC libraries who wish to earn a professional degree. It awards a minimum of \$1,000 per academic year to qualified applicants. Multiple recipients are possible each year depending on available funds. Previous recipients may apply again.

Eligibility Requirements:

1. Award are provided without regard for financial standing.
2. Applicants must have served for at least one year as a permanent employee at a RALC institution, including part-time permanent employment. Temporary employees are not eligible.
3. Reimbursement can be dispersed as either half the award at the end of each term, or the entire award at the end of an individual semester or term.
4. Recipients must continue to work for a RALC institution during the term of the award. In the case of termination for any reason, the award for the current semester is not affected but the recipient is not eligible for further support beyond the current semester.
5. Awards are annual. Recipients must apply each year to be eligible for multi-year support, and there is no guarantee that a recipient will receive an award each year.
6. Applicants must earn passing grades to receive reimbursement. Payment is made to recipients after presentation of appropriate proof of payment to an institution for tuition and fees, and proof of passing grades at that institution.
7. Awards cover tuition and fees for ALA-accredited graduate programs only. No other expenses are allowable. Payment is made to recipients as a reimbursement after presentation of appropriate proof of payment to institution for tuition and fees.

To Apply for the Scholarship:

1. Submit an application packet that includes the following:
 - Cover letter requesting an award and outlining long-term career goals
 - Current resume
 - Name and position title
 - Institution and address
 - Length of employment at the institution
 - Library school where the applicant intends to enroll and the degree they wish to earn
 - Progress towards the degree
 - Existing credentials and education

Please format the cover letter, resume, and remaining requested information as three (3) separate documents.

2. Email the application documents as Microsoft Word or PDF attachments to *Pamela Foreman*, RALC President, at pforeman@vuu.edu. **Application packets should be received no later than April 1, 2024.**
3. Applicants must provide at least two letters of support from colleagues at their institution, including one letter from their supervisor. Ask references to send the letters by email per the instructions above.
4. The application packet should be emailed to the current President of RALC.
5. **The RALC Board will make award decisions by May 31, 2024.** Awards will cover expenses during the 2024-25 academic year.

We are excited to offer this opportunity to staff members at RALC libraries. Please share this message with any staff persons who may be interested in and qualified for the RALC Award for the Profession.

Updated February 5, 2024