

Application form: 2018 Margery C Ramsay Scholarship

Please return your completed application form by **Friday 22 June 2018** to:

Margery C Ramsay Scholarship administrator
Public Libraries division
State Library of Victoria
328 Swanston Street
Melbourne VIC 3000

Or email: jhorwood@slv.vic.gov.au

Applicant details

Name:
Address:
Telephone:
Email:
Library service:

Referees

Names of two referees:

- 1.
- 2.

Each referee needs to complete a referee form to return to the scholarship administrator. Download and print a [Margery C Ramsay referee form](#).

Proposed program

1. Title of proposal:
2. Brief description of proposal (maximum 50 words):
3. Detailed description of proposal:
4. Rationale for proposal:
5. Key performance indicators:
6. Key outcomes and benefits to the applicant:
7. Key outcomes and benefits to the employer:
8. Key outcomes and benefits to the Victorian public library sector:
9. Commitment from or contact with organisations:
10. Timelines (indicating milestones):

Timelines should not commence earlier than January 2019. Please include the expected date for submission of your final report (no later than six months after completion of your program activities).

11. Ability to implement proposal:

Sharing your learning & communication outcomes

Please provide details of your strategy for sharing your learning and communication outcomes:

At a minimum you should plan to present at a general meeting of Public Libraries Victoria Network. Other possibilities include presentations at PLVN subcommittee meetings or at conferences such as ALIA or VALA; papers for publication; delivery of training; and communication via a blog or social media.

Budget

The scholarship is valued at up to \$20,000. Please read the [scholarship guidelines](#) for detailed information on how scholarship funds may be used.

A detailed budget for the proposal should include all the cost factors outlined below, where applicable.

Scholarship expenses to be paid to the scholarship recipient

Please itemise your expenses for each of the following items.

Course fees: \$

Conference or event fees: \$

Transport (for example airfare costs): \$

Travel insurance: \$

Accommodation while travelling (at daily rate): \$

Living expenses while travelling, including meals (at daily rate): \$

Research costs (for example, consultant fees, survey analysis or administrative support):

Report production costs (for example, professional editing or printing): \$

Other (please provide details): \$

A. Subtotal of scholarship funds to be paid to the scholarship recipient: \$

B. Funds to be paid to the employing library service (for staff replacement costs): \$

C. Cash or in-kind contributions from applicant and/or their employing library service: \$

TOTAL scholarship funds requested: \$

Please add the dollar amounts at A and B to provide the total scholarship funds requested.

Checklist

Have you been an applicant since 2013? (Yes/No)

Have you attached your curriculum vitae? (Yes/No)

Have you attached a letter of support from your library service manager or CEO? (Yes/No)