

GUIDELINES FOR THE AUSTRALIAN LAW LIBRARIANS' ASSOCIATION ANNUAL FELLOWSHIP PROGRAM

Aim: The ALLA Annual Fellowship Program aims to provide current members of ALLA with an opportunity to attend a professional development event from one of the following programs listed in Table 1.

Table 1.

Conference	Registration
AALL (American Association of Law Libraries)	Registration fee required
BIALL (British & Irish Association of Law Librarians)	Complimentary registration
CALL (Canadian Association of Law Libraries)	Complimentary registration
IALL (International Association of Law Librarians)	Registration fee required
IFLA(International Federation of Library Associations & Institutions)	Registration fee required
JSI (Joint Study Institute)	Registration fee required
NZLLA (New Zealand Law Librarians' Association)	Complimentary registration

* As of 1 June 2010, some registrations fees are waived as per table 1 based, on reciprocal agreements between ALLA and the relevant Association. These are subject to change and will need to be confirmed prior to the call for nominations.

Applications: Must be submitted in writing and sent to the ALLA National Secretary via email, regular post or fax, 4 weeks from the date of sending out the call for nominations. Late applications will not be accepted.

Call for nominations: Posted on the ALLA email list, website and in the Australian Law Librarian, on the second Monday in February of each year.

Eligibility: Current members of ALLA are eligible to apply. Recipients of previous ALLA Scholarships such as BIALL, are eligible to apply. Members of the National Executive Committee are not eligible to apply. Previous recipients of the Fellowship Program are not eligible.

Expiry date: The successful recipient must commit the funding to attend a conference from Table 1 within the calendar year of receiving the award. If the award is not taken up within the timeframe, the funding and registration will be void.

Funding: ALLA will fund \$3000 to cover registration, travel, insurance and accommodation expenses.

Registration: The ALLA National President will write to the President associated with the conference, selected by the recipient to:

- Notify details of the recipient; and
- Confirm registration arrangements, i.e. waived or payable.

The recipient will be guided by the ALLA National President on the registration process and associated costs.

Reimbursement: The successful recipient will reimburse ALLA of the funding in full, should they not fulfill the obligations of the Fellowship program.

Selection panel: The panel shall comprise three members from the National Executive Committee as selected by the National President and one general member, from any State Division. Any committee member who is named as a referee may not be on the panel. The National President will co-ordinate the selection process and inform applicants of the result. The panel will provide a report on the process to be uploaded to the ALLA, National Executive

Committee website. All candidates will be notified no later than 4 weeks from the date nominations closed.

Travel & Accommodation: Recipients are responsible for arranging all travel (including visas and passports), accommodation, insurance, and where required, registration.

Recipients are required to:

- write an article for the Australian Law Librarian no later than 8 weeks after their return; and
- post a summary of their experiences on the ALLA list & website.