

## FY18 Conference Grant Application

Applicant Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Library/System: \_\_\_\_\_

Library/System Director Name & Email: \_\_\_\_\_

Certification Level & Expiration Date: \_\_\_\_\_

Annual Salary 2017: \_\_\_\_\_

2018: \_\_\_\_\_

US Congressional District of applicant's library or branch (look under your Library's county):

\_\_\_\_\_

Years employed in Public Library: \_\_\_\_\_

Have you received a conference grant in the past?      Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please list number of grants and conference dates attended:

Name of conference you will be attending: \_\_\_\_\_

List all conference events you will be attending:

Provide an itemized estimate of costs for conference. Include **registration cost** (including pre and post conferences and luncheons); **mileage for travel** (must be more than 60 miles each way); **hotel cost** (include roommate, if applicable, and explanation of how expenses will be divided); **per-diem** of \$73.00 per day for meals, parking, and other expenses. **(Include Total Conference Cost):**

Provide a statement with 3 measurable goals for conference. Examples:

- I will make connections with at least three other librarians in order to gain insights from people who understand the types of issues I deal with on a daily basis.
- I will identify four new ideas and/or resources that I will share with staff to improve my library's performance and service to the community.
- I will attend, *Name of Program*, and pinpoint two ways I can expand relations and how it could benefit the library.
- I will take a picture of an inspiring display or poster, etc. and write a statement about why it impacted me or what I learned from it.

**Note:** Housing can fill quickly; make your reservations as soon as possible; you can always cancel if grant is not awarded!

**Have questions or need help? Call or email Wendy Gabrielson**

**405.550.4741 or [wendy.gabrielson@libraries.ok.gov](mailto:wendy.gabrielson@libraries.ok.gov)**