

# 2017 NLLA Spring Conference Bursary Guidelines

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1. **WHO** can apply?
  - a. Any active member of NLLA. You can [become a member](#) to be eligible
  - b. Resident of Newfoundland and Labrador
  
2. **WHAT** will the bursary cover?
  - a. The cost of round trip travel from hometown to St. John's
  - b. Accommodation associated with conference attendance in St. John's for May 7<sup>th</sup> & May 8<sup>th</sup>
  - c. Conference registration costs

*\*\*Due to limited funds, not all costs may be covered and will be reviewed on a case-by-case basis\*\**
  
3. **WHAT** do I need to provide?
  - a. Application form – Accepted by mail, email or fax
  - b. Travel receipts from hometown\* – To be submitted at conference registration, May 8th
  - c. Accommodation invoice/receipt – To be submitted at conference registration, May 8th
  
4. **HOW** to estimate travel expenses?
  - a. Driving - Gas is charged at \$0.35/km
  - b. Bus - [DRL](#) Price Calculator
  - c. Air – [Air Canada](#), [WestJet](#) or [PAL](#)
  
5. **HOW** to qualify?

Members must be:

  - a. Employed in the province of Newfoundland and Labrador in a library/archive/museum related field and have worked in that field for at least one year
  - b. Must have prior authorization to attend or take part in the conference from your supervisor/employer
  - c. Must be a member of NLLA or include membership application and fees with this application.
  
6. **WHEN** is the application form due?
  - a. The application form is due April 10<sup>th</sup>. Late applications will not be accepted, as the review process will begin immediately.
  
7. **WHO** chooses the successful applicant?
  - a. The reviewing of applications and awarding of the bursary will be made by the Bursary Committee, comprised of members from the conference planning committee and chaired by the Vice President of NLLA.

*Please note: All funds will be awarded at the 2017 NLLA Spring Conference; if you are unable to attend the conference, the bursary will be forfeited.*