**Next Library Satellite 2020**

Travel Bursary Application

**State Library of Queensland is offering two travel bursaries to library employees from libraries in the Pacific Islands to participate in Next Library Satellite 2020.**

**About the Next Library Satellite 2020**

[Next Library](http://www.nextlibrary.net/), an international gathering of forward-thinking library professionals, innovators and decision-makers is making its Australian debut at State Library of Queensland in Brisbane, Australia.

Next Library Satellite 2020 will be an exciting place to share ideas and co-create new library futures. Participants can expect to collaborate and share new knowledge with a global innovative and creative public library network.

**About the Next Library Satellite 2020 bursary offer**

State Library is offering bursaries to assist staff of libraries located in the Pacific Islands to participate in Next Library Satellite 2020 by meeting the costs of their attendance.

There are two bursaries available to current employees of libraries located in the Pacific Islands and the successful applicants will each receive:

* 1 x complimentary ticket to the Next Library Satellite 2020
* 1 x complimentary ticket to a Next Library Innovation Studio of their choice
* 1 x return flight to Brisbane
* 8 x nights accommodation at Brisbane CBD hotel
* 1 x AUD$1,300 travel allowance to cover the cost of visas, food, taxis, transfers and incidentals for 8 days
* Travel insurance for one person the duration of travel
* Letter of support from State Library to assist with visa applications

Please note that if successful, State Library will arrange the applicants’ return flights and accommodation. The applicant will be required to arrange their own meals, taxis and public transport and visa.

**Application requirements**

To apply, please read the bursary guidelines on p6 and submit:

* a completed application form, available on p3-5
* a current resume
* a letter of support from the CEO of your library or organisation (example template on p7) (shortlisted applicants only)

**Next Library Satellite 2020**

Travel Bursary Application

**Application Timeline**

**10 FEB 2020** Applications open

**17 APR 2020** Applications close 5pm AEST

**20 APR-8 MAY 2020** Applications review period

**11 MAY** Shortlisted applicants notified, letter of support requested from the CEO of your library or organisation

**22 MAY** Deadline for submission of letter of support from the CEO of your library or organisation

**29 MAY 2020** Successful and unsuccessful applicants notified of outcome

**Application Process**

Applicants must complete **all sections** of the application form on p3-5:

**1** You must answer all of the questions in the required sections.

**2** Once complete the form must be emailed to nextlibrary2020@slq.qld.gov.au by 5pm AEST Friday 17 April 2020. Only digitally submitted applications will be accepted.

**3** Include in the email subject line *Travel Bursary Application—Next Library Satellite 2020-Applicant Name*.

For any enquiries or to request more information please contact chenoa.pettrup@slq.qld.gov.au.

**APPLICATION FORM**

Applicant details

**PART A—Applicant details**

|  |  |
| --- | --- |
| **Name of Library:** |  |
| **Country:** |  |
| **Name of Attendee:** |  |
| **Attendee Position Title:** |  |
| **Attendee Email:**  |  |
| **Attendee Work phone:** |  |
| **Attendee Mobile phone:** |  |
| **Passport information:**Please provide confirmation of passport number and country of issue |  |
| **\*Name and title of the CEO of your library or organisation:** |  |
| **\*Contact details – email of the CEO of your library or organisation:** |  |

**\*short listed applicants will be asked to obtain a letter of support (see appendix A for template)**

**APPLICATION FORM**

Selection Criteria

**PART B—Selection Criteria**

**Selection Criteria 1:**

How will your attendance benefit your own professional development (i.e. what new skills or knowledge will you learn?)

|  |
| --- |
|  |

**Selection Criteria 2:**

How will your attendance benefit your library service (i.e. how will you apply and use your new skills within your community)?

|  |
| --- |
|  |

**APPLICATION FORM**

Selection Criteria

**Selection Criteria 3:**

How and with whom will you share your learnings on your return?

|  |
| --- |
|  |

**Selection Criteria 4:**

Describe a previous example of self-initiated professional development and how you actioned your learnings.

|  |
| --- |
|  |

**BURSARY GUIDELINES**

**Selection Criteria**

Applications will be reviewed by a 3-person panel and will be assessed on the following criteria:

**SC1** Extent to which the applicant’s participation will contribute to their professional development (35%)

**SC2** The impact of the applicant’s participation within their community (35%)

**SC3** Extent to which the applicant’s new knowledge will be shared (15%)

**SC4** Extent to which the applicant demonstrates personal initiative (15%)

Applicants will be notified of the outcome of their application by 17 February 2020 and feedback on applications can be provided to unsuccessful applicants on request.

**Eligibility Requirements**

**1** Applicant must be currently employed by a library based in the Pacific Islands at the time of application

**2** Individuals are required to attend all sessions on each day of the Next Library Satellite
Sunday 10 October—Tuesday 13 October

**3** Attendance at evening functions is not mandatory but encouraged

**4** Recipients are required to submit an acquittal report about their experience no later than 28 days after the end of the conference

**Bursary Payment Details**

*Funding considerations*

* The bursary is GST exempt
* All costs are listed as AUD$ unless otherwise stated
* State Library will arrange the applicants return flights and accommodation
* The applicant will be paid a one-off allowance of AUD$1,300 to cover the cost of visas, food, taxis,
transfers and incidentals. The applicant is responsible for arranging their own visa,meals, taxis
 and public transport.

*Grant acquittal*

* Successful bursary applicants will be required to submit an acquittal report detailing the Next Library experience
* Photographs and media clippings should be included in the acquittal report if available
* This acquittal requires a minimum 150-word summary of the highlights of the program to be shared through the Next Library Satellite website and newsletter after the program
* Recipients grant permission for State Library to use application information and photographs for the purposes of reporting and promotion as appropriate

**For more information**

*For more information contact* chenoa.pettrup@slq.qld.gov.au.

*Email completed applications by the closing date to*nextlibrarysatellite2020@slq.qld.gov.au

**APPENDIX A**

Letter of Support Template
Note: This is only required from shortlisted applicants

|  |  |
| --- | --- |
| **Name:** |  |
| **Country:** |  |
| **Current position/job title** |  |
| **Library name:** |  |
| **Library address:** |  |
| **Skype contact name:**If applicable |  |
| **Work phone:** |  |
| **Mobile phone:** |  |

Tell us about the strengths of the applicant and your observations about their potential for leadership, innovation and collaboration.

|  |
| --- |
|  |

Please provide a statement outlining the forms of support your organisation is prepared to provide the applicant should their application to attend Next Library Satellite 2020 be successful.

|  |
| --- |
|  |

|  |  |
| --- | --- |
| **Employers Signature:** |  |
| **Name:** |  |
| **Position:** |  |
| **Date:** |  |