

Nebraska Library Commission 21st Century Librarian Scholarship

Stipends

Also available at <http://nowhiringatyourlibrary.nebraska.gov/scholarships/stipends.asp>

Congratulations! The Nebraska Library Commission is pleased to offer you a 21st Century Librarian stipend in addition to your scholarship. This program is not just about paying for your tuition, fees, and books. It's about enhancing your educational experience and helping prepare you for a successful library career. These stipends are payments for use toward approved, scholarship-related expenses in addition to your scholarship award.

It is important that scholarship recipients apply for, receive approval of, and receive reimbursement for stipend funding as early in each scholarship as possible.

Applying for a Stipend

Amount

You may apply for up to **\$2,000 total** in stipends throughout your scholarship period. This amount is in addition to your scholarship award.

Application Deadlines and Approval Dates

Stipend applications are reviewed periodically throughout the year.

STIPENDS	
Application deadline	Notification of approval
First day of the month beginning July 1, 2011 and ending August 1, 2014	Last day of the month beginning July 31, 2011 and ending August 31, 2014

Applications for stipends submitted by mail, e-mail, or fax must be postmarked or date-stamped by the date indicated in the table above.

Eligibility

The Nebraska Library Commission will approve stipends to scholarship recipients based on the justification of the request and availability of funding. Scholarship recipients may not apply for stipends until they have submitted a signed scholarship agreement. Recipients must apply for stipends during their scholarship period only.

Three (3) Categories of Stipends

- Laptop/tablet computers
 - One new laptop or tablet computer stipend per scholarship recipient (Stipend payments may not be used for the purchase of netbooks or tablets.)
 - Reimbursement up to \$700 (Pricing of laptops and tablets varies. Costs incurred above \$700 are the responsibility of the scholarship recipient.)
 - Guidelines for selection: <http://nowhiringatyourlibrary.nebraska.gov/scholarships/laptopselect.pdf> (Contact Michael Sauer, Nebraska Library Commission Technology Innovation Librarian, michael.sauers@nebraska.gov, with questions regarding laptop computer selection.)

- Attendance at one library-related national or regional conference
 - One per scholarship recipient
 - Includes travel, lodging, meals and incidentals, and registration expenses (at membership rates)
 - List of suggested conferences:
<http://nowhiringatyourlibrary.nebraska.gov/Scholarships/StipendAnnounce.pdf> and
<http://www.facebook.com/NebraskaLibrarians>
- Library association dues
 - One one-year membership in one library-related professional association per scholarship recipient
 - Reimbursement at the student-level rate (Costs incurred above that amount are the responsibility of the scholarship recipient. The stipend may allow for divisional dues.)
 - List of suggested associations:
<http://nowhiringatyourlibrary.nebraska.gov/Scholarships/StipendAnnounce.pdf> and on
<http://www.facebook.com/NebraskaLibrarians>

Apply for a Stipend

An application must be completed for each category of stipend requested. It is important that scholarship recipients apply for stipend funding as early in the scholarship period as possible. Apply for conference stipend as soon as conference registration is available.

- Application for Laptop/Tablet Computer Stipend form*:
<http://nowhiringatyourlibrary.nebraska.gov/Scholarships/LaptopTabletStipendForm.doc> (fillable, savable, and printable)
- Application for Association Dues Stipend form*:
<http://nowhiringatyourlibrary.nebraska.gov/Scholarships/AssnStipendForm.doc> (fillable, savable and printable)
- Application for Conference Attendance Stipend form*:
<http://nowhiringatyourlibrary.nebraska.gov/Scholarships/ConfStipendForm.doc> (fillable, savable and printable)

Approval of Stipends

Stipend applications are reviewed throughout the year by members of the 21st Century Librarian Scholarship team. See stipend notification of award table above. Recipients will be notified by mail of the approval.

Payment of Stipends

It is important that scholarship recipients request reimbursement for stipend funding as early as possible.

- To receive stipend funds, the recipient must have an **IRS W-9** form on file with the Nebraska Library Commission, available at <http://nowhiringatyourlibrary.nebraska.gov/Scholarships/W9.pdf> (fillable, savable, and printable). *Must be submitted by mail.**
- A **Request for Payment** form, with itemized receipts, must be completed and submitted before funds for **laptops** or **association dues** will be disbursed. Requests for payment of stipend funds must be received within 60 days of expense incurred or by September 30, 2013, whichever comes first. The Request for Payment form is available at <http://nowhiringatyourlibrary.nebraska.gov/Scholarships/PaymentRequest.pdf> (fillable and printable). An original signature is required. *Must be submitted by mail.**
- An **Expense Reimbursement Request** form must be completed for **conference attendance**. Expense reimbursement requests must meet the Nebraska Library Commission guidelines (for guidelines and forms, see <http://nowhiringatyourlibrary.nebraska.gov/Scholarships/ExpenseReimburseGuide.pdf>). A signature is required. *Forms must be submitted by mail or fax.**

- Reimbursements for stipends will be made within 30 days of receipt of the Request for Payment form.
- Requests for reimbursement for conference registration fees and airfare may be submitted separately, prior to the conference.

* Forms will be submitted to:
Scholarship Stipends
Nebraska Library Commission
1200 N Street, Ste. 120
Lincoln, NE 68508-2023
Fax: 402-471-2083
E-mail: nlc.IMLSgrant@nebraska.gov

Questions?

For inquiries regarding the nature of the stipend program and application, contact:

- Kathryn Brockmeier, kathryn.brockmeier@nebraska.gov, 402-471-4002 or 800-307-2665
- Mary Jo Ryan, maryjo.ryan@nebraska.gov, 402-471-3434 or 800-307-2665