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Letter to Scholarship Committee members regarding scholarship applications, September 24, 1991

Jean Holcomb

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TO: SEALL Scholarship Committee members;
Herbert E. Cihak
Georgiana Gekas Wellford
Pamela D. Williams

FROM: Jean Holcomb, chair *gmh*

RE: scholarship applications

DATE: November 25, 1991

Enclosed you will find the 16 scholarship applications. Also enclosed are the following: a copy of the scholarship guidelines, a copy of the guidelines for evaluating scholarship applicants and 1 copy each of the score sheets for old members and new members. Forgive me for not duplicating the exact number of score sheets. You will need to make the appropriate number of score sheets--one for each candidate. Sending you one of each is saving me time and postage!

I have also provided for your information the rough chart I kept as I processed the applications in hopes that you won't have to duplicate the effort I made in categorizing information about the applicants.

The Guidelines drawn by last year's Chair Wes Daniels are to be used again this year. Our task is going to be a difficult one as we have 16 applicants requesting a total of \$15,189.00.

I was astonished at how many applications were not properly completed--lacking one of the "parts required"[I called all these people to let them know their application was incomplete], number of copies of the application[I just made the required copies]. I'm still not sure how to treat the individual who is asking for \$27,200.00-- but since I can't reach him, he provided no references, and I'm even unclear that he's a member, I didn't include his request.

I have sent postcards to all the applicants to let them know the committee has received their application and that they will be notified by December 16, 1991 about the action taken on their application. With that in mind, I will need to have all your completed score sheets by December 12 to reconcile differences and to prepare the final list which I will fax to you for your review first thing on the morning of the 13th.

Certainly the current state of the economy probably goes a long way

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to explain why the number of applicants has jumped from 8 in 1990 to 16 in 1991, as well as why the amounts requested by all applicants are higher than previous years. In trying to find an equitable way to deal with the requests, looking to the guidelines themselves may offer direction--particularly #3 which states that preference shall be given for attending any activity sponsored by SEAALL.

While each of us must do our own balancing using the score sheet and keeping in mind the new/old member and \$2,100 to \$900 division as much as possible, it might be helpful to remember that the AALL Grants committee will be providing SEAALL members who are also AALL members with an opportunity to apply for funding to attend the AALL annual meeting. As Chair of the Council of Chapter Presidents I've just returned from the Fall AALL Board meeting in Chicago where the Board voted to add \$23,000.00 to the amount the Grants committee will have to award to applicants this year. I spoke with a member of the Grants committee today who expects that the announcement about this years Grant procedure will appear in the December AALL newsletter. I think that it's appropriate for this committee to call the Grant procedure to the attention of our applicants that we don't fund for AALL. What do you think?

I talked with Mary Cross about the projected actual expenses for the SEAALL annual meeting. She feels that registration will be no higher than \$95.00, hotel rooms will be \$105/night for single or double, and all meals will be included in the registration price. That leaves transportation which is so variable depending on location of the applicant.

Registration for the AALL Annual meeting will be \$205.00, hotel will be \$105/night for a single and \$145/night for a double. Air faire to San Francisco could be as high as \$500.00.

As far as institutes go--generally all meals are provided. Cost of the Winter Institute Registration is \$390.00 and the hotel rooms are \$85.00/night single or double.

If you have any questions or suggestions about how to make this year's selection process run more smoothly, don't hesitate to call. I know the members will appreciate your attention to their applications. I look forward to hearing from you by December 12.