

CILIPS PROFESSIONAL DEVELOPMENT FUND GUIDANCE



CILIP in Scotland Professional Development Fund aims to support CILIP Professional Registration Framework (PKSB), Chartership, Fellowship and/or Revalidation by providing financial assistance to members wishing to undertake continuing educational development related to enhancing skills in the information profession. This can include conferences, events, courses* or seminars organised by CILIPS, CILIP or other bodies in the UK or overseas.

The assistance awarded may not cover all costs and single individual awards are limited to £600. A funding call is made for applications 4 times a year via CILIPS newsletter and website.

*Courses of study leading to a qualification must be accredited by a recognised library body (eg CILIP, LAI). If you are unsure on this point please e mail admin@cilips.org.uk for clarification before applying.

Criteria for applications:

Applicants:

- must be personal members of CILIP;
- should be based in Scotland; and
- Should not have received a grant in the previous year

Retrospective applications will **not** be considered

Awarding of funds: In awarding funding, CILIPS will base its decision on the outcomes of a decision matrix related to the PKSB as well as factors such as:

- The quality of the application, including its presentation;
- Whether an applicant has received a CILIPS or CILIP award in recent years; and
- If there is an expectation of future commitment to the profession.

In making the award preference may be given to new professionals or members with limited access to alternative funding sources. Please give details of any special circumstances which you wish to be taken into consideration during the assessment process.

It is a condition of award that recipients write a reflective report of up to 500 words for publication on CILIPS website.

How to apply:

Applicants should complete an online form available from the website and ensure they give all costings including those being funded from elsewhere.

Please state:

- Reasons for attending the event.
- How the event links to the professional registration framework (PKSB), Chartership, Fellowship and /or revalidation.
- How the event would assist with your career.

*** The above information is required to support your application. (300-500 words total)

CILIPS will advise applicants whether, or not, they have been granted an award within 2 weeks the closing date. Final decision is with the Trustee Board.

Document Control Information	
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