



Council of State Archivists

Documenting government · Promoting history · Securing rights

Victoria Irons Walch Emerging Leader Travel Stipend Nomination Form Supplement

To encourage the development of an emerging leader in state and territorial archives, the Victoria Irons Walch Emerging Leader Travel Stipend will provide one stipend (up to a maximum of \$1,000) each year for an individual to attend the annual Council of State Archivists meeting. Eligible nominees are individuals who have worked in a state or territorial archives less than five (5) years AND have never attended a CoSA Annual Meeting. Eligible travel expenses are addressed in CoSA's **Travel Reimbursement Policy** (<http://www.statearchivists.org/admin/policies>). *The recipient must attend the CoSA Work Session and Business Meeting in order to receive the full stipend.*

Nominee's Name _____
Organization Name _____
Work Phone _____ Cell Phone _____
E-mail Address _____

Basic Estimate of Travel Costs (exclusive of meeting registration and expenses not allowed in the CoSA Travel Reimbursement Policy): \$_____

\$500 will be presented to the recipient when the award is announced; the remainder will be paid to the recipient upon satisfactory submission of receipts and completed reimbursement form.

Please include the following items in the nomination package.

- 1. Awards Program Nomination Form**
- 2. Essay** (two typed, double-spaced pages) to address why attendance at the CoSA Annual Meeting will further the nominee's leadership development and ongoing work.
- 3. Letter(s) of Support** from the respective CoSA member in the nominee's archives acknowledging that the nominee meets the award criteria and agreeing that the archives will cover all Annual Meeting expenses not covered by this award, i.e., registration
- 4. Supporting materials** may be submitted and may include nominees' resumes or bios, illustrations of work products and promotional materials, press releases, press clippings, and other related materials.

Nominated by:

Name _____ Position _____
Phone _____ E-mail _____
Mailing Address _____

Email one complete nomination packet as a single PDF to Barbara Teague, CoSA Executive Director: bteague@statearchivists.org