

COLD SPRING HARBOR LABORATORY LIBRARY AND ARCHIVES

APPLICATION FOR THE ELLEN BRENNER MEMORIAL FELLOWSHIP

Application Checklist and Instructions

Eligibility

Applicants must have at least a master's degree in science, engineering, library/information science, or history of science.

Selection

The selection of the Ellen Brenner Memorial Fellow is based on CSHL's determination of:

- * Motivation to pursue professional development activities in the areas of science, library and information science, and archives management.
- * Evidence of the applicant's ability to succeed as a science librarian or archivist (as outlined in at least two letters of reference, reviews of previous work, publication record, etc.)

Deadline

Applications are due by March 1 each year.

Selection Process

Applications will be reviewed by the Ellen Brenner Memorial Fellowship Selection Committee and a Fellow will be chosen by April 1 each year, to begin the following September. Selection of the Ellen Brenner Memorial Fellows will be made at the sole discretion of CSHL.

Announcement

The recipient of the Ellen Brenner Memorial Fellowship will be announced on April 1.

Award

The stipend of \$2000 can be used for any purpose, including local travel and living expenses while in residence at CSHL.

Conditions

In submitting an application for the Ellen Brenner Memorial Fellowship, the applicant does not incur any obligation to accept the award if selected.

1. The Ellen Brenner Memorial Fellow will be required to work on the premises of Cold Spring Harbor Laboratory Library and Archives, at least part time, beginning in September.
2. The Fellow is expected to present a brief written or oral report on his or her project(s).
3. A copy of the final report is to be given to the Cold Spring Harbor Laboratory Library and Archives to be placed in its files.

4. The stipend of \$2000 is to cover expenses incurred while in residence at CSHL.

Application Instructions

Instructions for each part of the Application

1. Complete the two-page application form
2. Statement of purpose (500 – 1000 words, 12 pt. font, double-spaced), including the following:
 - Career goals
 - Brief description of the project(s) you plan to undertake at Cold Spring Harbor Laboratory.
 - Explanation of the importance of the project both in relation to your own career goals and the broader discipline
 - Brief budget statement showing the expenses for which support is requested.
3. Curriculum vitae, reflecting your education, previous or current fellowships, grants, and awards, and a brief description of your career plans. Include undergraduate and graduate education, inclusive dates of study, areas of study, degrees earned, and major publications.
4. Two letters of reference from individuals, evaluating your ability to succeed as a science librarian or archivist. These referees should be familiar with your work. The reference letters should be sent in sealed envelopes signed by the referee across the flap.

Summary

A complete application will include:

1. Completed application form
2. Statement of purpose with budget statement
3. Curriculum vitae
4. Two letters of reference (in sealed envelopes)

Contact Information

Send all parts of your application together to:

Ellen Brenner Memorial Fellowship Program
Library and Archives
Cold Spring Harbor Laboratory
1 Bungtown Rd.
Cold Spring Harbor, NY 11724

APPLICATION FOR THE ELLEN BRENNER MEMORIAL FELLOWSHIP

Name: Last _____ First _____ Middle _____

Home Address _____

City _____ State _____ Zip _____ Country _____

Telephone _____ Fax _____ Email _____

Office Address (if applicable) _____

City _____ State _____ Zip _____ Country _____

Telephone _____ Fax _____ Email _____

Address to which correspondence should be sent:

Home

Office

Applying for (check one) Library Fellowship Archives Fellowship

Short title of proposed project _____

Dates you propose to work on your project From: _____ To: _____

Current academic status (if applicable) _____

Names and addresses of two persons from whom you are enclosing letters of reference.

Name 1: _____

Address 1: _____

Name 2: _____

Address 2: _____

Citizenship: _____

Signature _____

Date: _____