

# CMG Bursary

## About the LAI Cataloguing and Metadata Group and its Bursary

The Cataloguing and Metadata Group (CMG) of the Library Association of Ireland (LAI) is committed to promoting awareness of and expertise in all aspects of library resource description, including relevant metadata schema, standards and technologies. In order to further encourage excellence in this field in Ireland, the CMG decided at the end of 2012 to earmark some of its funds for a general bursary and award. Called the “CMG Bursary”, it has an annual cap of €500.

## Purpose of the CMG Bursary

The CMG Bursary is intended to foster research and best practice, as well as individual professional development in the Group’s field of interest. It has two possible applications: as an award for excellent projects, or as support to cover costs. All recipients of the bursary are expected to publish about their project in an appropriate format (e.g. blog post, peer-reviewed article).

## What kind of activities does the CMG Bursary support?

The Bursary can be applied to a wide range of activities, including, but not limited to:

- Research studies, normally to be published within two years
- Major practice reports, normally to be published within a year
- Conference papers, presentations, posters
- Conference attendance
- Training course participation

## Who can apply?

The CMG Bursary is open to all current LAI members. (Go to [libraryassociation.ie](http://libraryassociation.ie) to join the LAI.) CMG Committee members can apply so long as they are not part of the judging panel. The bursary may be split among equally successful applicants.

## When to apply

The application deadline will be advertised by the Secretary of the CMG at least four weeks in advance, and the successful applicant(s) will be notified within another four weeks. The successful applicants will normally be announced at the CMG’s Annual General Meeting in November. If no application is successful, or if less than €500 has been awarded, the Secretary

will issue a new call for applications at a later date.

### How to apply

Please send an email to the [CMG Secretary](#), giving your name and LAI membership number, and detailing in **no more than 500 words** the project for which you would like to receive the Bursary. If it is a research study or practice report, please explain its contribution to the field of information organisation or to related professional practice in Ireland. If it is about conference attendance, training, etc., please explain the significance to your professional development. Finally, if you intend to cover specific costs, e.g. travel or fees, please itemise the amounts (under €500) needed. The judging panel may request further details from applicants before making a final decision.

### Who will decide on my application?

The panel of judges for the CMG Bursary will be comprised of three persons, one from the CMG Committee, and two externals, to be invited by the CMG Committee:

CMG Chair, or CMG Committee member nominated by the Chair  
Professional academic  
Professional practitioner or other expert in the field

The judges will consider each application on merit in terms of the CMG's field of interest.

### How will the CMG Bursary be paid out?

Payment will be made to the successful applicant(s) by cheque or electronic transfer, at a time determined by the judging panel. The panel may impose conditions, such as proof of expenses, that have to be fulfilled before the full sum is paid out.

### Does the CMG help with the publishing process?

The CMG, in consultation with the judging panel, will discuss suitable publication platforms with the Bursary recipients. The CMG can also arrange for an experienced writer to read a first draft and offer guidance. Finally, recipients are expected to acknowledge the Bursary in the publications that are supported by it.