

# LIBRARY OF CONGRESS LITERACY AWARDS APPLICATION

## How to apply (all applications must be submitted using this form):

Note: Save this file to your computer. Fill it out and return as an attachment with your other application materials to: [literacyawards@loc.gov](mailto:literacyawards@loc.gov) no later than midnight Washington, D.C., time, on April 30, 2013.

### If you are self-nominating:

- Complete **Part A** of the Application.
- Specify which award you are applying for; you may apply in more than one category (*submit an application for each category, even if the content is the same*).
- Attach two reference letters from individuals who are familiar with your work and can attest to its success.
- Write an essay of no more than 750 words that addresses all the points in the [criteria section](#). (*Essays that exceed this word count cannot be considered.*) You are encouraged to refer to online resources, such as websites, to provide the Board with additional information in evaluating your nomination. The information in these online resources will not be counted in your 750-word limit.
- Attach letters of reference from two people who are familiar with your work and can attest to its success.
- Please do not submit an application until you have a complete package (*essay and two reference letters*). Only applications that are complete at the time of submission will be considered.

### If you are nominating another individual or organization:

- Complete **Part B** of the Application.
- Be sure to notify and get permission from the individual or organization you are nominating.
- Specify which award you are applying for; you may apply in more than one category (*submit an application for each category*).
- Attach one letter from another individual who is familiar with the nominee and can attest to the nominee's success. Your own essay will count as the second recommendation.
- Write an essay of no more than 750 words that addresses all the points in the [criteria section](#). (*Essays that exceed this word count cannot be considered.*) You are encouraged to refer to online resources, such as websites, to provide the Board with additional information in evaluating your nomination. The information in these online resources will not be counted in your 750-word limit.
- Please do not submit an application until you have a complete package -- your essay and another person's letter. Only applications that are complete at the time of submission will be considered.

## How applications will be evaluated

An Advisory Board will evaluate all properly submitted nominations and forward their recommendations to the Librarian of Congress for final selections. Award winners will be acknowledged in October 2013, during an event at the Library of Congress.

### In addition to the cash prize, the award includes:

- A fully paid trip (for one person) to Washington, D.C., to accept the award and participate in the program at the Library of Congress.
- Acknowledgment of the winners in a news release, on the Library's website, in the Library of Congress Magazine, and the Center for the Book Newsletter, and via social and other media.

## Deadline

All applications must be complete and received by midnight (in Washington, D.C.), April 30, 2013. You will receive an email confirmation that your application has been received.

## Questions

Please send all completed applications and inquiries to [literacyawards@loc.gov](mailto:literacyawards@loc.gov)

# APPLICATION

## PART A (*self-nomination*)

Your Name or Name of Your Institution \_\_\_\_\_  
Contact Person and Title \_\_\_\_\_  
Address \_\_\_\_\_  
Phone \_\_\_\_\_ Email \_\_\_\_\_  
Name of award you are applying for \_\_\_\_\_

Name of Reference #1 \_\_\_\_\_  
Address \_\_\_\_\_  
Phone \_\_\_\_\_ Email \_\_\_\_\_

Name of Reference #2 \_\_\_\_\_  
Address \_\_\_\_\_  
Phone \_\_\_\_\_ Email \_\_\_\_\_

***Be sure to attach two reference letters and your essay.***

## Part B (*nominating another person or organization*)

Your Name \_\_\_\_\_  
Address \_\_\_\_\_  
Phone \_\_\_\_\_ Email \_\_\_\_\_  
Name of award you are applying for \_\_\_\_\_

Nominee's Name \_\_\_\_\_  
Contact Person's Name and Title \_\_\_\_\_  
Address \_\_\_\_\_  
Phone \_\_\_\_\_ Email \_\_\_\_\_

Name of Reference (besides yourself) \_\_\_\_\_  
Contact Person's Name and Title \_\_\_\_\_  
Address \_\_\_\_\_  
Phone \_\_\_\_\_ Email \_\_\_\_\_

**Be sure to attach one reference letter from someone else and your essay.**

**Note:**

*The Library of Congress, its employees or its divisions cannot provide letters of recommendation, make nominations or apply for the awards.*

*By submitting an application, you give your permission for the Library of Congress to include any information contained in it as part of a research and best-practices document to be disseminated widely in print as well as electronically.*