

INTENT

This Library Association of Alberta (LAA) offers several awards, scholarships, and grants (hereafter called awards) that honour and support the efforts of LAA members in the Alberta library community. This policy ensures a fair, unbiased and consistent awards program.

POLICY

The board shall:

1. Establish and pass an annual budget for the awards program.
2. Empower the LAA Continuing Education Committee to administer the following awards:
 - a. Education Endowment Fund Scholarship
 - b. Continuing Education Grant
 - c. President’s Award
 - d. Punch Jackson Award of Excellence in Library Service
 - e. Certificate of Thanks
3. Ensure that the criteria and conditions of all awards established by the LAA companies with the Alberta and Canadian Human Rights Act and must be free of criteria based on personal characteristics such as race, ancestry, colour, ethnic origin, sex, creed, age, marital status, family status, sexual orientation, or disability.

PROCEDURES

1. Award procedures and criteria for individual awards are reviewed by the Continuing Education Committee (CEC) and approved by the board during the first scheduled meeting of the year.
2. Award budget is established by the Continuing Education Committee and is approved by the board during the last scheduled meeting of the year.
3. The Continuing Education Committee administers the award program in compliance with this policy and in compliance with individual award procedures and guidelines.

RESPONSIBILITY & ACCOUNTABILITY

This policy will be reviewed by the Continuing Education Committee every two years.

REVIEW HISTORY:

- April 2022

RELATED DOCUMENTS:

- President’s Award Criteria and Procedures
- Punch Jackson Award of Excellence in Library Service Criteria and Procedures
- Certificate of Thanks Criteria and Procedures
- Continuing Education Award Criteria and Procedures
- Education Endowment Fund Scholarship Criteria and Procedures