

## Professional Fellowship Scheme: Application Form (Stage Two – Full Application)

Once completed, please return your form by **Monday 8 November 2021** (copying your line manager and Head of Department) to **both**:

- Christina Kamposiori, Research Libraries UK:  
[christina.kamposiori@rluk.ac.uk](mailto:christina.kamposiori@rluk.ac.uk)
- Rachel Smillie, The National Archives:  
[rachel.smillie@nationalarchives.gov.uk](mailto:rachel.smillie@nationalarchives.gov.uk)

Please refer to the accompanying guidance before completing this form.

### 1. Applicant details

Applicant name: \_\_\_\_\_

Job title and department: \_\_\_\_\_

Sponsoring organisation: \_\_\_\_\_

Contact email: \_\_\_\_\_

### 2. Line manager and Head of Department approval

Line manager signature (typed): \_\_\_\_\_

Job title and department: \_\_\_\_\_

Contact email: \_\_\_\_\_

Head of Department signature (typed): \_\_\_\_\_

Job title and department: \_\_\_\_\_

Contact email: \_\_\_\_\_

3. Line manager statement of support (300 words maximum)

\_\_\_\_\_

4. Details of host organisation and mentor

Name of host organisation: \_\_\_\_\_

Address of host organisation: \_\_\_\_\_

Mentor: \_\_\_\_\_

Job title and department: \_\_\_\_\_

Contact email: \_\_\_\_\_

Name of second mentor: \_\_\_\_\_

Job title and department: \_\_\_\_\_

Contact email: \_\_\_\_\_

For information on the role of the mentor and second mentor please see the Professional Fellowship Scheme Guidance 2022-2023.

5. Mentor statement of support, including information on how the second mentor will be kept updated during the Fellowship (350 words maximum)

\_\_\_\_\_

6. Title of proposed Professional Fellowship project

---

7. Expanded summary of proposed Professional Fellowship project (750 words maximum)

---

8. Your timetable for the Professional Fellowship, including an indication of how much time you intend to spend on the Fellowship over the course of the year (250 words maximum)

---

9. How will this Professional Fellowship project benefit your professional development? (300 words maximum)

---

10. Please confirm that you have included an up to date CV (maximum 2 sides of A4) and CPD plan:

YES/NO

11. How will your Professional Fellowship project benefit your host and sponsoring organisations? (250 words maximum)

---

12. Are there any particular risks associated with undertaking this project? If so, how will you mitigate against these? (150 words maximum)

---

13. How do you intend to disseminate the outcomes of your Professional Fellowship? (200 words maximum)

---

14. How do you see your proposed Professional Fellowship project benefiting the library and archive sectors in context of the Memorandum of Understanding between The National Archives and Research Libraries UK? (200 words maximum)

---

Scoring criteria

<b>Criterion</b>	<b>Evidence</b>	<b>Points</b>
Benefit to applicant's professional development	Questions 9, 10	5
Benefit to host and sponsoring organisations	Questions 3, 5, 11	5
Feasibility of project	Questions 7, 8, 12	5
Archive and library sector benefit in context of TNA-RLUK MOU	Questions 13, 14	5
<b>TOTAL</b>		<b>20</b>