

Reference and User Services Association Awards
Coordinating Committee Proposed
Unfunded Award Policy
Final Version 20170314

General

1. Applies to all Division and Section awards, both recognition and travel/research support awards. Recognition awards may carry a cash award whereas awards for travel/research support provide funding to achieve the object set by the award.
2. Related ALA policy <http://www.ala.org/awardsgrants/awards-manual>
3. RUSA Office will be responsible for: (1) coordinating a formal agreement to fund the award with potential sponsors, (2) verifying a new sponsor's eligibility and (3) coordinating any necessary approvals with ALA. All new sponsors must be approved according to RUSA and ALA guidelines.
4. As part of the administration of an award, RUSA office will confirm continuing sponsorship by Aug 31 and report on status changes to Award committee chair and division/section leadership and Awards Coordinating Committee.
5. An award is considered unfunded if sponsorship is lost by Aug 31.
6. RUSA Board makes final decisions on temporary funding or sunseting/changes to award.

Recognition Awards

- The sponsoring unit can request that RUSA fund the cash award for one year.
 - If RUSA Board approves funding the cash award, the RUSA budget will absorb the administrative cost for one year to ensure continuity. RUSA will be the sponsor of the award that year. This entail changes to all publicity and operational documents. The sponsoring unit will work with the RUSA Office and Vendor Relations Liaison to secure new sponsorship. By the end of the year, if no new sponsor is secured, a decision should be made to sunset or update the award to attract new sponsorship.
 - If RUSA does not approve funding the cash award for one year, the award will be sunsetted.

Travel/Research Support Awards

- If no new sponsor is secured by Aug 31 for the upcoming year, the award will automatically be suspended for that year while the committee/sponsoring unit will work with RUSA Office and RUSA Vendor Relations Liaison to secure a new sponsor. By the end of the year, if no new sponsor is secured, a decision should be made to sunset or update the award to attract new sponsorship.