



Grace and Harold Sewell Memorial Fund Learning Partnerships: Toward New Information Perspectives 2026 Host Application Process & Documents

The Grace and Harold Sewell Memorial Fund provides grants for a series of Learning Partnerships placing experienced librarians within leading health and research organizations for the purpose of both partners gaining a greater understanding of how best information science and data management can be most effectively applied in each environment. Host organizations will provide a learning environment, a series of activities, and access to organizational leaders which will allow the librarian to more fully understand the nature of the organization's work, its decision-making processes, the clients served and the health care issues addressed. The librarian will participate in team settings designed to utilize the librarian's skills and knowledge in non-traditional ways. Immersion for the librarian is the goal and expanded knowledge the anticipated result for both partners.

Learning Partnerships are generally most successful with host organizations that do not currently have libraries and or librarians.

Please review the Learning Partnership Host Requirements and submit a non-binding letter of intent no later than March 31, 2026. Additional guidance about the letter of intent can be found later in this document.

The full proposal (application) is due by April 30, 2026. Please complete the Host Organization Partnership Full Proposal (Application) section of this document, addressing each of the points listed, and return it as a Word document, along with any other attachments, to info@sewellfund.org.

In addition to the emailed application, please mail a hard copy to: The Grace and Harold Sewell Memorial Fund, PO Box 1254, Fall City, WA 98024. Incomplete or late applications will not be considered. The receipt of your application will be acknowledged by email within one week of its arrival. If you do not receive such a message, please contact info@sewellfund.org or visit www.sewellfund.org.

You will be contacted for further discussion after a review of your application.

If you have any questions that you would like to discuss on the phone, please feel free to contact us via email or www.sewellfund.org, leaving a phone number and time that we can contact you.

Host Organization Partnership Letter of Intent

Due: March 31, 2026

Please submit a non-binding Letter of Intent (LOI) by March 31, 2026. The purpose of the LOI is to help the Sewell Fund gauge the number of potential Learning Partnership applicants and to provide the opportunity for early communication between the Fund and host organizations about potential partnerships.

The LOI should include the following information:

- Contact information (name and email address) for Host Organization & Fellow Mentor/point of contact at organization
- Contact information (name and email address) for Librarian (if known) or Librarian Organization that will assist with recruitment of the Librarian.
- Brief summary of the planned Learning Partnership.
- Brief description of how the proposed partnership is in line with the Sewell Fund's mission.
- Brief description of how the proposed partnership would benefit the field of library information science.

Please send the LOI via email to the following address: info@sewellfund.org

Host Organization Partnership Full Proposal (Application)

Due: April 30, 2026

Organization Description:

- Describe the mission and nature of the organization's work, activities pursued, people served and/or products developed.
- Let us know about your comparable previous experience in hosting interns, fellows, or other programs similar to the Learning Partnership.
- Describe the facility in which the librarian would be working and the immediate work environment that will be provided, including a description of the librarian's workspace/office.
- Describe your organization's current use of librarians, informationists and informatics.

Partnership Description:

- Briefly describe the purpose, goals and objectives of your organization's Learning Partnership.
- Briefly provide examples of activities that would support your organization's mission which could involve the Learning Partnership librarian.
- Describe preferred experience and educational requirements for a Learning Partnership librarian in your organization.
- Briefly describe a few strategies you would employ to integrate the librarian into the organization as fully as possible.
- Provide us with relatively detailed information on how the librarian will be enriched through this experience, gaining a better understanding of "hands-on" healthcare and/or research in your organization.
- If you are proposing a remote work partnership, please address how you and the Fellow will maintain communication and engagement during the partnership.
- It is anticipated that Learning Partnerships will be guided by an Advisory Group responsible for activity development, monitoring and librarian coaching. Please identify prospective members and their roles within or outside of the organization. Please provide an organizational chart showing where internal members of the Advisory Group are placed within the host organization.

Librarian Recruitment

- Identify the library/librarian organization that will assist you in recruitment and selection of a librarian. Include the contact information for the person

responsible for assisting your organization.

- Describe your recruitment strategy including application requirements, general timeline, outreach plans, etc.

Partnership Budget:

- Provide a general financial plan on how you plan to use the grant to structure the Learning Partnership.

Anticipated Partnership Outcomes:

- How do you anticipate that the Sewell Learning Partnership will change your use of the information science disciplines?
- Can you identify and describe how specific operations in your organization might be impacted or modified as a result of this partnership?
- Describe any other anticipated outcomes that you believe will result from participation in a Learning Partnership.