



# Smithsonian Institution Libraries

Special Collections Department

To: Referees for applicants for the Smithsonian Libraries' Baird Society Resident Scholar Program:  
<http://library.si.edu/fellowships/baird-society-resident-scholar-program>

Dear Sir or Madam:

The Smithsonian Libraries offers awards to pre-and post-doctoral scholars to conduct research which makes significant use of the Smithsonian Libraries' Special Collections. You are being asked by an applicant for this award to serve as a referee and to evaluate the enclosed proposal.

In your letter of support, please describe your relationship to the applicant and provide an evaluation of the proposal, considering the scholarly merit of the proposed research, and the likelihood the applicant would conduct it successfully at the Smithsonian. We also solicit your comments regarding the applicant's ability and his or her potential contribution to the field.

You will be receiving via email an automated solicitation to submit your letter of reference to the [Smithsonian Online Academic Appointment](#) system (SOLAA). Please be aware that the deadline for submission of all application materials, including your letter of reference, is **January 15, 2015**. Questions about the SOLAA system may be directed to the help desk at the Smithsonian's Office of Chief Information Officer (OCIO) by emailing [OCIOHelpDesk@si.edu](mailto:OCIOHelpDesk@si.edu) or calling 202-633-4000.

The application, consisting of the proposal and two supporting letters, will be reviewed by a selection committee composed of Smithsonian research and library staff. Applications will be evaluated on the basis of the proposal's merit, the ability of the applicant to carry out the proposed research and study, and the extent to which the Smithsonian Libraries' resources can contribute to the proposed research.

We appreciate your cooperation.

Sincerely,

Lilla Vekerdy  
Head of Special Collections  
Smithsonian Libraries

SMITHSONIAN INSTITUTION  
PO Box 37012  
National Museum of American History Room 1041 MRC 672  
12th Street and Constitution Avenue NW  
Washington DC 20013-7012  
202.633.3872 Telephone  
202.633.9102 Fax