



THE SOCIETY OF EARLY AMERICANISTS

Society of Early Americanists: Grants for Topical Conferences and Workshops

The Society of Early Americanists welcomes applications for seed grants to support biennial topical conferences (usually to take place in the spring or summer of even-numbered years) and workshops (to take place annually, usually in the fall).

SEA Workshops

Description: SEA-sponsored workshops are designed to be narrowly focused, small (25-50 participants), collaborative, with innovative formats. Workshops eschew the traditional conference format of reading papers to an audience, and they focus on topics fruitfully addressed through innovative formats. More so than the biennial or the topical meetings, SEA workshops aim to be a stepping stone to concrete results: publications, editions, websites, exhibitions, guides or other “products” related to the field of early American studies.

Process: Members in good standing who wish to propose a workshop will submit the following information to the SEA President:

- Description of the workshop. This statement should include the topic of the workshop, the rationale for the workshop and for its sponsorship by the SEA, the process by which participants will be selected, a brief description of the format and explanation of why it is chosen, a succinct statement of the credentials of the chair(s) and host institution, and a

description of the proposed outcomes. This statement should be no more than 1000 words.

- Budget: this document should include estimated expenses and resources for meeting them. If possible, an institutional statement of support should be included as an appendix.
- Institutional statement of support in the form of a letter from their department, college, or university, if applicable. If the proposed meeting will not be held at a college, university or other research center, a description of how the conference logistics will be met should be included.

Timing: The SEA will sponsor up to one workshop a year. Unlike our biennial and topical meetings, workshops may be held at any time during the year, but they may not compete with our larger conferences. The preference of the SEA is that the workshop be held in the fall.

SEA Support: The SEA will provide \$1000 as a seed grant, which may be used for any budgeted expense except for salary supplements for the chair(s) of the workshop. Possible uses include travel, lodging, or honoraria for keynote speakers, subsidies for registration, travel grants. The Executive Committee is happy to consider other uses.

The SEA will publicize the workshop on our website, listserv, and social media. The SEA will also make its mailing list available to the workshop coordinators.

SEA Acknowledgment: Workshops will appropriately list the SEA as a sponsor in announcements about the event and in the program. Additional sponsorships are acceptable, but announcements of the event should note that it is a Workshop of the Society of Early Americanists.

Financial arrangements: The \$1,000 seed grant will be deposited in an institutional account designated by the workshop chair(s), who will have discretion over its use. Should the workshop be cancelled, the host institution will return the seed grant to the SEA. If the workshop experiences a budget surplus or a budget shortfall, the responsibility for the funds belongs to the chair(s) and/or host institution.

Reporting: Within three months of the conclusion of the workshop, the chair(s) will submit a brief report (no more than 1000 words) to the SEA President, describing the meeting and providing an overview of expenditures.

Timing and Evaluation of Proposals: Workshop calls for proposals will have a two-year cycle. Calls for workshop proposals will be issued in the fall of each year with a due date in early January in order to plan for workshops to be held approximately two years from the proposal due date. Organizers will be notified in late January about the status of proposals.

Proposals for workshops will be evaluated by the Executive Council of the SEA, in consultation with the advisory committee and any SEA members the President appoints. Judges directly

involved in any of the conferences recuse themselves from deliberations. Successful proposals will make clear the rationale for the workshop topic, have a clear plan to follow up on the workshop, and demonstrate sufficient institutional support for a successful meeting.

SEA Topical Conferences

Description: The topical conferences are distinct from the SEA workshops by their size (up to approximately 150 participants) and from the SEA biennial conferences in that they are focused on a particular topic or theme (examples in recent years have included the Ibero-Anglo Summits and “London and the Americas”). Topical conferences are designed to allow participants to explore in more detail a particular subject in early American studies, though this subject should have fairly broad appeal and cut across the disciplines of our field.

Process: Members in good standing who wish to propose a topical conference will submit the following information to the SEA President.

- Description of the topic. This statement should include a rationale for the conference and for its sponsorship by the SEA, and a succinct statement of the credentials of the chair(s) and host institution. This statement should be no more than 1000 words.
- Draft Call for Papers
- Budget: this document should include estimated expenses and resources for meeting them.
- Institutional statement of support in the form of a letter from their department, college, or university, if applicable. If the proposed meeting will not be held at a college, university or other research center, a description of how the conference logistics will be met should be included.

Timing: topical conferences will meet in the spring or early summer, in years alternating with the general, biennial conference.

SEA Support: The SEA will provide \$2000 as a seed grant, which may be used for any budgeted expense except for salary supplements for the chair(s) of the workshop. Possible uses include travel, lodging, or honoraria for keynote speakers, subsidies for registration, travel grants. The Executive Committee is happy to consider other uses.

The SEA will publicize the conference on our website, listserv and social media. The SEA will make its mailing list available to the conference coordinators.

SEA Acknowledgment: Conferences will appropriately list the SEA as a sponsor in announcements about the event and in the program. Additional sponsorships are acceptable, but announcements of the conferences should note that this is the [year] conference of the Society of Early Americanists.

SEA Business Meeting: The SEA is supposed to have an annual business meeting, and the Executive Committee may wish to hold this meeting at the topic conference. Organizers should communicate with the Executive Committee and be willing to make room in the schedule for this meeting, which will be open to all SEA members.

Financial arrangements: The \$2,000 seed grant will be deposited in an institutional account designated by the workshop chair(s), who will have discretion over its use. Should the workshop be cancelled, the host institution will return the seed grant to the SEA. If the workshop experiences a budget surplus or a budget shortfall, the responsibility for the funds belongs to the chair(s) and/or host institution.

Reporting: Within three months of the conclusion of the conference, the chair(s) will submit a brief report (no more than 1000 words) to the SEA President, describing the meeting and providing an overview of expenditures.

Timing and Evaluation of Proposals: Conference calls for proposals will have a circa 2.5-year cycle. Calls for workshop proposals will be issued in the fall of each year with a due date in early January in order to plan for conferences to be held approximately 2.5 years from the proposal due date. Organizers will be notified in late January about the status of proposals.

Proposals for topical conferences will be evaluated by the Executive Council of the SEA, in consultation with the advisory committee and any SEA members the President appoints. Judges directly involved in any of the conferences recuse themselves from deliberations. Successful proposals will concern topics of broad and/or cutting-edge issues and will demonstrate sufficient institutional support for a successful meeting.

Last Updated October 2020

Patrick Erben, President

Ralph Bauer, Vice President

Sandra Gustafson, Executive Coordinator