

SEAC PUBLIC OUTREACH GRANT APPLICATION

The SEAC Public Outreach grant supports projects that promote public awareness of archaeology in the Southeast through creative and innovative educational and outreach activities. The review committee prioritizes programming that brings archaeology to community stakeholders and those individuals who have been historically marginalized in the creation of archaeological knowledge. The grant is open to anyone in or near the traditional boundaries of the southeastern culture area, and all proposals must have a tie to the southeastern states. Examples of public projects include teacher professional development, exhibits, Archaeology Week/Month activities, archaeology fairs, field-learning experiences, or other public-oriented projects.

The application is limited to **5 double-spaced pages** with no less than **11-point font**; and 3 pages of *Addendum* items, which may be included as supporting documentation. The cover page and budget/budget justification are not included in the 5-page limit.

A: Cover Page

Provide the requested information listed on the cover page of the application. The cover page does not count toward the 5-page limit.

B. Description of Project

Provide an overview of the proposed project activities and its objectives. Outline why this type of public archaeology is needed. Your project will be evaluated on the content you provide. Please be specific.

C. Audience

Describe the target audience, the expected number to be served, and why this is your intended audience.

D. Recruitment Plan

Describe your plan for recruiting people to participate in the proposed activities.

E. Dissemination Plan

Describe your plan to share any products produced as a result of this funding and/or educational outcomes with archaeologists and other stakeholders.

F. Evaluation Plan

Describe the criteria you will use to measure the outcomes of your project impacts.

G. Budget and Budget Justification

Complete the budget table and describe how the grant money will be used to fund your project. Describe any matching funds or in-kind services. Matching funds and in-kind services are not required. The budget and budget justification are not included in the 5-page limit.

H. Optional Addendum (limited to 3 pages)

You may include a sample of content details, such as a list of book chapters, program for a workshop, outline of printed materials for distribution, list of artifacts for an exhibit, or a copy of an evaluation questionnaire, as applicable, and/or references cited. Addendum items should not exceed 3 pages.

Email the completed application to the Public Outreach Grant committee chair at SEACPublicOutreachGrant@gmail.com

Applications must be received by **January 12 at 11:59 pm (EST)**. Applications that arrive after the deadline will not be reviewed.

A. Cover Page

Name of organization to which the award should be made:

Contact name (principal investigator):

Institutional affiliation:

Address:

Phone number:

Email address:

Title of Project:

Proposed start date (start date should be at least 2 months after the submission deadline):

Proposed end date (projects should be limited to one year):

Amount requested:

Person/Agency Applying for Grant

Principals Involved in Project Include guest speakers or presenters and co-sponsoring agencies or organizations (insert rows as needed).

Name	Affiliation	Project job title

G. Budget template: Please use this template to guide the construction of your budget. Delete unused line items and add items when needed.

Item	Estimated cost	In-kind/matching
Personnel		
Travel		
Contractual services		
Printing/postage/advertising		
Facilities rental		
Honorariums		
Other		

Budget Justification: