

## 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 outreach activities that bring 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 workshops, exhibits, Archaeology Week/Month activities, archaeology fairs, field trips, 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.

Please complete Background Information section (see A on next page) of the application and write a narrative describing your project following these guidelines:

### B. Description of Project

Provide an overview of the proposed project and its objectives and outline why this type of public archaeology is needed. Your project will be evaluated on the content you provide, so please be specific.

### C. Audience

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

### D. Plan for Publicity

Describe your plan for advertising the project or attracting the target audience.

### E. Distribution Plan and Project Follow-up

Is this a pilot project or part of a long-term project? If it's a book, video, CD, or other product is produced, describe your plan for distributing the product. If the project is a program or workshop, describe any follow-up activities that are planned.

### F. Evaluation Plan

Describe the criteria by which the success of your project objectives will be measured. Include names and affiliations of your evaluation team.

### G. 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.

### H. *Addendum*

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. Addendum items should not exceed 3 additional pages.

Email the completed application to the Public Outreach Grant committee chair at [SEACPublicOutreachGrant@gmail.com](mailto:SEACPublicOutreachGrant@gmail.com)

Applications must be received by **January 15**. Applications that arrive after the deadline will not be reviewed.

A. Background Information

**Title of Project:**

**Person/Agency Applying for Grant**

Contact name:

Address:

Phone number:

Email address:

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

Name	Affiliation	Project job title

**Proposed Grant Period**

Planning period timeline:

Activities and program dates:

**Budget template (insert rows as needed):**

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