

Spring Meeting Schedule, March 3 - 4, 2005

Fayetteville State University, Fayetteville, NC

Thursday, March 3rd

9:00 a.m. - 5:00 p.m. -- Workshops

- Grant Proposal Writing [Co-sponsored with the Society of American Archivists]

REGISTER WITH SAA [Early bird registration for SAA workshop ends February 1]

Early bird (on or before 2/1/2005): SAA Member – \$145;
Nonmember – \$215

Regular (after 2/1/2005): SAA Member – \$180; Nonmember – \$250

Instructor: Shelby Sanett, Director of Special Projects, Amigos Library Services, Inc.

In this era of budget cuts, attending this offering might just pay for itself over and over! This seminar surveys the types of state, federal, and private foundation grants available and provides information about researching and writing grant proposals. Topics include types of grants, types of funders, elements of a grant proposal, the grant review process, managing your grant project, reporting requirements, and funding resources.

Upon completion of this seminar you will: Understand the grant review process; Differentiate between types of grants and funders; Know parts of a grant proposal and where to look for resources; Identify alternative sources of funding. This seminar is intended for archivists, librarians, and other staff members who have an interest in or responsibility to explore funding resources for their institution. An emphasis on preservation grants is stressed.

- Photographs in Archives: Not Just the Last Box of Stuff -- \$25.00

Instructor: Stephen Fletcher, North Carolina Collection
Photographic Archivist, UNC-CH

A long-standing "tradition" in archives processing was to take all the photographs in a collection, remove them from the papers, and put

them in a box at end of the collection. With luck the processor recorded their prior place within the collection; more likely “the sanctity of original order” was unceremoniously forgotten and the photographs were relegated to the last boxes in the collection. The focus of this workshop will be an integrated approach to processing photographs as an integral part of a collection. The workshop will begin with an overview of the basic preservation, arrangement, and description issues associated with photographic material as it relates to mixed material collections. The afternoon segment will be structured to address specific cases presented by participants to the instructor in advance of the workshop. The workshop is designed for staff members of small operations processing traditional archival collections that contain photographic material; it is not designed to instruct participants on how to process large photographic collections. [Maximum 12 participants]

1:00 - 5:00 p.m. -- Tours on your own

4:30 - 5:30 p.m. -- Guided Tour: Walking Tour of Historic Downtown Fayetteville

5:30 - 7:00 p.m. -- Reception at the Museum of the Cape Fear

Friday, March 4

8:15 - 8:45 a.m. -- Meeting Registration & Coffee

9:00 - 10:15 a.m. -- Welcome & Opening Session

- Your History is Our History: How HBCU Archives Preserve a Nation's Heritage

10:15 - 10:45 a.m. -- Break

10:45 - 11:30 a.m. -- Session 2

- Four Programs, Vast Potential: The Ins and Outs of NC ECHO Grants, 2005-2006

11:30 a.m. - 12:30 p.m. -- Business Session

- Revisions to the Bylaws

- 2005 Slate of Candidates

12:30 - 1:30 p.m. -- Lunch

1:45 - 3:00 p.m. -- Session 3

- Making Our Lives Easier?: Using Database Management in Archives

3:15 - 4:15 p.m. -- Concurrent Sessions

- 4A: Military Archives
- 4B: SNCA Mentoring Program Information Session

4:30 - 5:00 p.m. -- Guided Tour: Walking Tour of Historic Downtown Fayetteville