



# *Taking the Mystery Out of Writing Grant Proposals*

**9:30–10:00 a.m.**

## ***Registration***

**10:00–10:45 a.m.**

## ***Grant Terminology 101***

Do the terms “in-kind, cost-share and needs assessments” leave you bewildered? Guess no more as Susan Anderson, Assistant Director of Research and Grants Administration, College of Charleston, gently guides you through the maze of grant terminology.

**11:00–12:00 p.m.**

## ***Successful Grant Proposals: Voices of Experience***

Writing successful grant proposals is less intimidating once you know how to go about it! Join our stellar panel discussion with successful grant writers and grantors — Jeanette Bergeron, Archivist, James R. Crumley Jr. Archives; Michael Kohl, Director, Special Collections, Clemson University; John O. Sands, Director, Lowcountry Program, Gaylord & Dorothy Donnelley Foundation; and Roy Tryon, State Archivist and

SCSHRAB Administrator, South Carolina State Archives and History Center — as they share their experiences in writing and funding grant proposals.

**12:00 p.m.–1:30 p.m.**

## ***Lunch and Graduate Student Presentation***

### ***“Team Players: How Collaboration Makes a Collection”***

Patricia Sasser, MLIS student and graduate assistant at the University Archives, will illustrate how the USC football team’s photographic collection became a lesson in processing, digitization and de-accessioning for an on-line exhibit. An unexpected bonus was the collaboration between the University Archives, the Digital Collections Department and the Athletics Department, which created the opportunity for future partnerships. This case study will also demonstrate how a small archival staff with limited resources can create significant accomplishments.

**1:30–3:00 p.m.**

## ***“The Do’s and Don’ts of Grant Writing”***

Officers from the Charleston Association of Grant Professionals (CAGP) will present practical guidance in taking the first steps of writing a grant proposal, in addition to providing hands-on assistance in developing grant sections: statement of need, project description, budget narrative, etc. Please bring a grant proposal to this session for assistance.

## **REMINDER SCAA Derrick L. Hart**

The South Carolina Archival Association encourages the education of archival professionals and students. Awards are made available to current SCAA members to attend training and are selected through an application and review process. Financial assistance to attend this conference is available. For additional information and an application form please visit our website at <http://scaa.palmettohistory.org/hartendow.html>



South Carolina Archival Association  
**SPRING CONFERENCE 2009**

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**APRIL 16, 2009**

*Hosted by the*  
South Carolina Department of  
Archives & History  
8301 Parklane Road  
Columbia, SC 29223  
803.896.6112

## Registration for SCAA Spring Conference

Name: \_\_\_\_\_ Institution: \_\_\_\_\_

Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

Registration Fees (lunch and refreshments included).

Early registration (deadline April 8, 2009):  Member \$35

Non-Member \$50

*(includes 2009 membership)*

On-site registration:  SCAA Member \$45  Non-Member \$60

Amount enclosed: \$ \_\_\_\_\_

*Send completed form with check payable to the South Carolina Archival Association to:*

SCAA/c/o Allison Thiessen/Richland County Public Library/Periodicals Department  
1431 Assembly Street/Columbia, SC 29201  
803.929.3405 athiessen@MyRCPPL.com

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