



## **Norm and Sibby Whitten Publication Subvention Fund – Application Guidelines**

### **MANDATE**

The Norm and Sibby Whitten SALSA Publication Grants (henceforth ‘Whitten Grants’) are designed to assist with the publication of original monographs and peer-reviewed articles that make an important contribution to anthropological scholarship on lowland South America or to the discipline more generally.

### **ELIGIBLE PURPOSES**

A Whitten Grant can be applied to the following purposes:

1. publication subvention for monographs;
2. publication subvention for gold open access peer-reviewed articles;
3. proofreading and language-checking of monographs and articles.

### **APPLICATION PERIOD**

The deadline for submission of applications is January 31st. If there are funds left after the main application period, a second call for applications will be sent out, with a deadline for submissions of August 31st.

### **GRANT AMOUNT AND CONDITIONS**

Each year and while funds are available, SALSA will grant a total of US\$5000 to offset the costs of publication of one monograph or of two or more peer reviewed articles, or to cover the costs of professional proofreading of articles and manuscripts. Grants not dispensed one year may be carried over to the next. The maximum amounts granted by SALSA and the conditions are:

- Category A) 5000 USD for publication subvention of monographs;
- Category B) 2000 USD for gold open access publishing of peer review articles;
- Category C) 250 USD for proofreading of peer review articles;
- Category D) 2000 USD for proofreading of monograph manuscripts;

These are granted after the acceptance of the manuscript for publication.

### **ELIGIBILITY**

In all categories (A-D) eligible publications must feature:

1. a topical focus on lowland South American peoples;
2. vigorous, substantive engagement with ongoing discussions and debates in the regional or more general anthropological scholarship;
3. structural integrity, accessible composition and reasonably broad appeal beyond the regional specialization. Exceptions to this last requirement could be made in the

case of work of such originality and high quality that it stands to make a mark in the profession.

### **Category A: Publication subvention of monographs**

1. The Whitten Grant funds the publication of original monographs in English, Spanish, or Portuguese, of a length of 60,000-120,000 words, including references.
2. Monographs must be completed or near completion. The grants are in principle granted prior to publication and are paid directly to the publisher upon final acceptance of the completed manuscript by the press.
3. Monographs must have been accepted for external review by a reputable press.
4. This grant does not fund edited volumes, conference proceedings, unrevised theses, or works containing more than 30% previously published material. Translated works will be considered on a case-by-case basis.

### **Category B: Gold open access publishing**

1. The Whitten Grant funds the gold open access publication of original articles in English, Spanish, or Portuguese, in high-level peer-reviewed journals.
2. Grants in this category are granted after the acceptance of the article for publication.

### **Category C: Proofreading of peer-reviewed articles**

1. The Whitten Grant funds the proofreading of peer review articles in English, Spanish, or Portuguese in high-level peer-reviewed journals.
2. Articles must have received at least conditional acceptance for publication.

### **Category D: Proofreading of monographs**

1. The Whitten Grant funds the proofreading of monograph manuscripts in English, Spanish, or Portuguese, of a length of 60,000-120,000 words, including references.
2. These are granted after the acceptance of the manuscript for publication by a reputable press.
3. This grant does not fund edited volumes, conference proceedings, unrevised theses, or works containing more than 30% previously published material. Translated works will be considered on a case-by-case basis.

## **PROCEDURE**

### **Application**

Applications should be sent to [WhittenPublicationAward@gmail.com](mailto:WhittenPublicationAward@gmail.com). For issues with submission, contact the Whitten Publication Award committee chair, Minna Opas ([minna.opas@utu.fi](mailto:minna.opas@utu.fi)), for further instructions. All applicants should provide:

1. completed Whitten Grant application form (see below) and
2. an up-to-date curriculum vitae (including a list of publications)

In addition, they should submit the following:

### **Categories A and D:**

- a) a prospectus
- b) a sample chapter

- c) a copy of a letter from the press agreeing to publish the manuscript or send it out for review. The level of commitment of the press shall be a consideration for the granting committee.

### **Categories B and C:**

- a) a copy of the latest available version of the article
- b) a letter from the journal agreeing to publish it.

### **Peer review**

The Norm and Sibby Whitten SALSA Publication Grant selection committee will engage two peer reviewers per selected manuscript. For the purposes of these grants, SALSA's standard for peer review is single-blind—the identity of the author can be shared with the peer reviewers, but the identities of the peer reviewers must not be shared with the author.

### **Final selection**

The Norm and Sibby Whitten SALSA Publication Grant selection committee will consider peer reviewer reports, application forms, and CVs to come to a final decision regarding which applications will receive the grant. Positive peer review reports are not a guarantee that a grant will be awarded.

### **Resubmission**

If an application is declined, it may be resubmitted after the work has been revised. An application may only be resubmitted once and it must be resubmitted within two years of being declined. The Whitten Award selection committee will endeavor to garner a detailed report on the revised work from at least one of the original peer reviewers.

### **Requesting payment**

- **Categories A and B:** Upon final acceptance of the completed manuscript by the press, the publisher must send to the President of SALSA a letter stating this fact, requesting payment of the grant, and committing to send the President one copy of the published work bearing the appropriate acknowledgment. The President shall ensure that the award is paid promptly.
- **Categories C and D:** Recipients of an award should submit to the President of SALSA a copy of an official invoice from the service provider. The President shall make arrangements with the recipient to ensure that the award is paid promptly.
- **Lapsed awards (Category A)**  
If the work has not been accepted for publication by the original (or other reputable) press three years after approval in principle, the award will lapse. It is the author's responsibility to see that the work is accepted within the prescribed time period. SALSA assumes no responsibility for lapsed awards. Under certain circumstances, an extension to the publication period may be granted. The author must let the President of SALSA know of the need for this extension before the award lapses.