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Proposal Submission Form

Please complete this form and email it to Katie Lee, Acquisitions Editor: katie.lee@gallaudet.edu. You can find detailed information on the submissions process on [our website](http://gupress.gallaudet.edu/submissions.html).

In addition to the information below, please provide a current CV or résumé for each author or editor. If the work is an edited volume, please provide a list of contributors and their affiliations (a CV or résumé is not required for contributors). You may also submit one or two sample chapters, **but please do not submit a full manuscript unless invited to do so.**

1. Working Title:

2. Author(s)/Editors(s) (and pronouns):

3. Email address of primary author/editor:

4. Is your manuscript presently being considered by another publisher? yes \_\_\_\_ no

5. Briefly describe the major topic of this work:

6. What was your purpose in writing this work?

7. Who is likely to buy this work?

Primary audience:

Other audience:

8. Please provide a brief abstract of the work (200 words or less).

9. Please provide (either here or in a separate document) a table of contents and chapter summaries.

10. Describe the final manuscript:

Estimated number of words: \_\_\_\_\_\_\_

Estimated number of: tables \_\_\_\_\_ figures\_\_\_\_\_ illustrations \_\_\_\_\_ photographs \_\_\_\_\_

11. When was the manuscript written, or when will it be complete?

12. Has your manuscript been published in any form? yes \_\_\_\_ no (If yes, please provide names of publications where chapters were previously published.)

13. Please list any competing/complementary books to the one being proposed.

14. How does your work differ from others on the same topic?

15. Why is Gallaudet University Press an appropriate publisher for your manuscript?

16. Please list at least five people (along with their affiliations [if applicable] and email addresses) who are qualified to review your manuscript. While we understand the scholarly community is small and even more so in the fields we publish, our goal is to secure reviews that are objective and impartial. Therefore, if possible, please do not suggest an individual if they have a perceived conflict of interest, for example:

• Individuals on your dissertation committee or your dissertation advisor;

• Close friends or collaborators;

• Colleagues at the same institution as you; or

• People who have communicated in depth with you about the proposal.

**Please do not contact reviewers yourself, as this jeopardizes the anonymity of the review process.**

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* a sense of the kinds of media you have access to and would like serve your audience beyond those intended for any print edition;
* expected publishing schedule (e.g., weekly, monthly); and
* extending from that, a brief description of how (and how often) you expect to engage with the platform and your readers, both before and after the publication of the monograph.