

# One Maryland One Book 2020 Author Tour Host Site Application



One Maryland One Book, a program of the Maryland Center for the Book at Maryland Humanities, is designed to bring together diverse groups of people in communities across the state through the shared experience of reading the same book and participating in book discussions and other related activities from September to November. *The Island of Sea Women* by Lisa See has been selected as the book for 2020.

Each year, an author tour is organized to enhance and support programs around the state. The tour provides an opportunity for the author to speak to and engage with One Maryland One Book participants.

We invite Maryland organizations to complete an application in order to receive consideration as a site to co-host Lisa See during the official 2020 One Maryland One Book Author Tour. **We are seeking six locations across Maryland for the tour.**

The tour will kick off on Sunday, October 4. The following are the additional Author Tour dates. Author appearances will be scheduled for both late morning and evening (two events most days).

**NOTE: If selected to co-host a tour stop, your organization's date and timeslot will be assigned to you.**

- Sunday, October 4
- Monday, October 5
- Tuesday, October 6
- Wednesday, October 7

**Your application must be received by 5:00 p.m. on Friday, July 17, 2020.** Applicants selected to co-host a stop on the official tour will be notified by July 31, 2020. The following are the requirements to be considered for the 2020 Author Tour.

## Co-host Site Criteria:

- Lead co-host must be an official programming partner of One Maryland One Book. This means the co-host organization has completed and submitted the official [Program Partner form](#), indicating their plans for public programs/events related to the one book selection beyond interest in co-hosting the author.
- Event must be free of charge and open to the general public
- Co-host organization(s) must broadly publicize the event within your community
- Partner with at least two (2) organizations within your community to help carry out and/or ensure the success of the author's visit through funding, programming expertise, publicity, etc.

- Co-host is responsible for securing an appropriate venue that accommodates a minimum of 250 people, is in charge of venue set-up (seating, podium, mic, etc.), and is able to pay any associated venue costs that are not provided in-kind.
- **Ability to livestream into an overflow room should the venue be at capacity and/or livestream-only should the tour shift from in-person to virtual is also a consideration.\***
- Co-host arranges for sale of *The Island of Sea Women* at the event and provides staff to manage the book signing process. This includes either securing a bookseller to provide sales at the event or offering book sales through your organization.
- Lead co-host and partners will be required to participate in a planning call with Maryland Humanities staff in late summer
- Event cannot be used as a fundraiser or for direct advocacy work
- Partners at each site will be collectively responsible for \$1,000 of the tour expenses

*Maryland Humanities staff will work closely with the co-host organization(s) to ensure smooth and successful events. We encourage organizations from the same or adjacent counties to consider collaborating on one application.*

Questions? Contact Andrea Lewis at (410) 685-6161 or  
[alewis@mdhumanities.org](mailto:alewis@mdhumanities.org)

***\* It is possible the tour will shift from in-person to virtual depending upon the distancing guidelines in place due to the coronavirus. Be sure to indicate your livestreaming capabilities on your application. We are also aware that even by fall the public still may be reluctant to attend large in-person gatherings and will take this into consideration as well when making final determinations about the tour. Note that moving to a virtual tour may result in fewer tour stops.***

# One Maryland One Book 2020 Author Tour Host Site Application



Lead Organization Name \_\_\_\_\_

Lead Organization  
Contact(s)/Coordinator(s) \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

County \_\_\_\_\_ MD Legislative District \_\_\_\_\_ MD Congressional District \_\_\_\_\_

Proposed Venue Name \_\_\_\_\_ # of seats \_\_\_\_\_

Proposed Venue Address \_\_\_\_\_

Along with our partners/co-sponsors, we are able to contribute \$1,000 to support tour logistics.  Yes  No

From what sources/where will you secure these funds? \_\_\_\_\_

What platform(s) do you use for livestreaming programs? \_\_\_\_\_

Local partners/co-sponsors for this event are: **(AT LEAST TWO PARTNERS ARE REQUIRED.** Please provide a contact name and email address for each.)

---

---

---

---

If you have additional information that you would like to have considered as part of your application, please attach no more than one additional page. Up to three (3) letters of support from partner organizations may also be included but are not required. **APPLICATION DEADLINE: Friday, July 17, 2020 at 5:00 p.m.** Applicants selected to be a site for the official tour will be notified by July 31, 2020.

*Thank You!*

When complete, email this form to Andrea Lewis at [alewis@mdhumanities.org](mailto:alewis@mdhumanities.org).

