



September 3, 2024

Dear Annetta,

The National Basketry Organization (NBO) will hold its next annual conference from July 22-26, 2025, at the University of Puget Sound in Tacoma, Washington. The NBO Instructor Selection Committee is seeking a diverse group of talented artists and teachers to offer a wide variety of basketry workshops catering to different skill levels, materials, and techniques. This will accommodate the varied interests and abilities of the conference participants.

We are impressed by your basketry work and expertise, and would be delighted if you could submit a workshop proposal for the 2025 NBO Conference. We are particularly interested in proposals for workshops that have not been taught before or will not be offered elsewhere during 2025. Introducing novel workshop content helps generate excitement for the NBO Conference and increases participant registration.

Each accepted workshop must have a minimum of 8 and a maximum of 12 registered participants during the conference. This class size range ensures an optimal learning environment and allows instructors to provide personalized attention to all attendees. We encourage you to review the proposal guidelines and submit your workshop idea by the deadline of **September 17, 2024**. The NBO Instructor Selection Committee looks forward to reviewing your proposal and the opportunity to feature your talents at our upcoming conference.

#### Schedule

- July 21 - Monday - Arrive at the University of Puget Sound
- July 22 - Tuesday - Instructor meeting and setup
- July 23 - Wednesday - 6 hour workshop
- July 24 - Thursday - 6 hour workshop
- July 25 - Friday - 6 hour workshop
- July 26 - Saturday - 5 hour workshop
- July 27 - Sunday - depart the University of Puget Sound

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The National Basketry Organization is an inclusive community of makers and enthusiasts whose purpose is to promote awareness, inspire creativity, and foster appreciation for the heritage and artistry of basketry.

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## NBO will pay

- An honorarium of \$1,200 for instruction and participation in a teacher panel discussion.
- Up to \$700 toward reimbursement for travel expenses with receipts.
- Food (breakfasts, lunches, and dinners during the conference according to the schedule) with the exception of one dinner during open night.
- Lodging on campus.

## Participants will pay

- Material fees directly to the instructor at the conference.
- Note that the cost for any shipping of materials/supplies that you may have before and after the conference should be included in the materials fee.

**Important:** Please let us know as soon as possible, but no later than **September 10, 2024**, if you will submit a proposal. We have people available to assist with the proposal process. Contact [info@nationalbasketry.org](mailto:info@nationalbasketry.org) with your request, and we will respond as soon as possible.

If you can teach a workshop, submit your proposal by **September 17, 2024** and include the following with the attached Proposal Form.

- Name of class, class description, techniques, materials, and goals for the class.
- 2-3 photos and dimensions of representative work that students will be learning. Send high-resolution images in a JPEG attachment. If you are proposing a concept class, images of your work that represent the ideas of your proposal will work equally well
- Skill level for student – for example, “all levels” or “need to know twining” or “hand strength required,” etc. If specific skills are needed to participate in the class, please list them.
- Materials fee for the class per student. What materials does the fee include? Will the students need to bring any supplies? If so, what?
- Are there special classroom needs for the class, such as equipment, water, electricity access, etc.? Keep in mind that classes will be held in campus classrooms, with a mix of art and standard classrooms. A limited number of classrooms have access to water in the room. Some special equipment needs for your workshop may not be available on site.

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- Your name, address, phone number, and email address.

Please send the proposal information and photos as jpeg attachments to the following email address: [NBOproposals@nationalbasketry.org](mailto:NBOproposals@nationalbasketry.org)

In addition to teaching at the 2025 NBO Conference, instructors will also have the opportunity to be a part of special conference events and exhibitions. There will also be an opportunity to share your work and vision through an instructor presentation and panel discussion. We invite you to contribute artwork, tools, books, etc., to our silent and live auctions. The auctions are significant fundraisers for NBO's grants and educational initiatives, which help support our basketry community.

The excitement for the 2025 NBO Conference is steadily building as the class lineup and other featured events are being developed and finalized. The National Basketry Organization is an inclusive community of makers and enthusiasts, and the conference enables us to promote awareness, inspire creativity, and foster appreciation for the heritage and artistry of basketry.

We hope you will want to be an integral part of this enriching experience. Beyond teaching your workshop, we encourage you to engage with attendees, share your expertise, and help cultivate a meaningful, collaborative atmosphere at the conference.

Please let me know if you have any other questions as you consider submitting a proposal to join us at the 2025 NBO Conference.

We appreciate your consideration,

*Amie J Adelman*

Amie J Adelman  
Workshop Committee Chair

CC: Pam Morton, Executive Director  
Kate Anderson, Conference Co-Chair  
Ann Coddington, Conference Co-Chair

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