



## **Proposal Guidelines**

Pines Press, an imprint of Washington State University Press and member of the Association of University Presses, welcomes proposals for book projects by both established and first-time writers. Great books are the lifeblood of any publisher, and we are committed to publishing well-written, well-researched books, particularly those with an attention to the history, environment, people, culture, and heritage of the greater Northwest region.

Pines Press publishes in a wide variety of genres, including scholarly monographs and biographies. We are not currently considering novels or poetry. As a university press imprint based at an historically liberal arts college campus, we seek to support a culture of the liberal arts as a deep-rooted knowledge base.

Upon receipt of your proposal, we will review it and respond to you regarding the potential for further consideration of your project at Pines Press. If we find your project of interest, we will ask to see the complete manuscript or, if the manuscript is not yet complete, we will discuss with you how we might move forward. If we proceed with formal review of the manuscript, which includes peer review and editorial board consideration, a decision to publish usually requires three to six months. On average we publish 12 to 18 months after a contract for a manuscript has been finalized.

The information that we ask you to include in your proposal will enable us to present your work to others within and outside the Press. Please provide as thorough an overview as possible, and include the materials requested in your submission, particularly your CV or résumé. Doing so will facilitate the consideration process. Electronic submissions are both welcomed and encouraged.

If questions arise as you are preparing the proposal, please feel free to contact us.

### **Send your proposal to:**

Amanda Clark, PhD

Whitworth University Library

300 W. Hawthorne Rd.

Spokane, WA 99251

509.777.4482

[amandaclark@whitworth.edu](mailto:amandaclark@whitworth.edu)



## Proposal Elements

1. A summary of the proposed work.
  - a. **What is the book about?** Describe the content of the book you are proposing, articulating its scope, purpose, and rationale for writing the book at this point in time.
  - b. **Who is your intended audience?** Identify the readers you anticipate being interested in the book (e.g., academics in a particular field of study, students taking a specific course, or members of an organization). What is it about your work that will attract their attention or compel them to read it?
  - c. **How does it compare to other books?** Tell us how your work relates to existing scholarship or other published work. What is unique and/or compelling about your project? What sets it apart from other work? Please include the author(s), title, publisher, and date of publication of significant comparable books.
2. The specifications of the work:
  - a. Length, including notes and bibliography. Please use the word count provided by your word processing software or an estimate based on the number of words per typed page.
  - b. Number and type of illustrations to accompany the text. Please specify color and/or black-and-white photographs, line drawings, maps, charts, graphs, and any other graphic images.
  - c. Number of tables.
3. Projected completion date of the manuscript, if it is not yet fully drafted.
4. A table of contents with a brief summary of the content of each chapter. Please indicate whether any sections of your work have been published previously, including where, when, and by whom, and any subsequent revisions.
5. One or two chapters that are representative of the work. A draft of the introduction is also encouraged and can take the place of a sample chapter.
6. A copy of your curriculum vitae or résumé, including your contact information, occupation, education, book publications (with publisher, publication date, and estimated unit sales), and journal and magazine articles, websites, online postings, and social media accounts/activities.
7. Names and addresses of three to five experts in the subject on which you are writing who might be willing to review your manuscript objectively and constructively.
8. Potential grants or sources of funds that might be tapped to offset the cost of publication.
9. Other issues or concerns regarding the book's publication, such as your desire to have the book available by a specific date. If you are submitting your project to other publishers simultaneously, please note this circumstance.