

**Society of American Archivists Foundation
Board of Directors
Virtual Meeting
April 20, 2021**

**2021 Annual Meeting Awards
(Prepared by Executive Director Nancy Beaumont)**

BACKGROUND

On February 6, 2018, the Foundation Board authorized expenditure of up to \$10,000 from unrestricted funds for ten \$1,000 need-based “travel awards” to SAA members for attendance at the [2018 Joint Annual Meeting](#), as well as appointment of a Travel Award Review Committee to manage the application process and select the recipients.

At its November 2018 meeting, the Board agreed that the program would continue, with or without the external funding that one Board member had agreed to solicit. (To date, no external funding has been received.) The Board-approved FY 2019 budget included \$10,000 to support ten \$1,000 need-based travel awards for the [2019 Annual Meeting](#).

In May 2020 the Foundation Board “repurposed” the \$12,000 budgeted for [2020 Annual Meeting](#) Travel Awards to accommodate a fully virtual conference, allocating \$6,000 to support the registration fees of individuals at the reduced registration rate of \$49 (for “unemployed/precariouly employed archives workers”) and \$6,000 to the newly established Archival Workers Emergency Fund.

In the first two cycles, the Travel Award program garnered more than 100 applicants for the 20 awards. A total of 81 individuals (i.e., all of those who applied) received registration support for the 2020 virtual Annual Meeting.

In March 2021, the Board approved renaming the award to Annual Meeting Award to 1) acknowledge that future SAA conferences—like the 2021 Annual Meeting—may be conducted entirely virtually or as in-person/virtual hybrids and 2) give the Board the flexibility to structure the award accordingly.

DISCUSSION

Because SAA Annual Meeting registration will “go live” on April 30, the staff recommends that the Board decide at its April 2021 meeting how much it will allocate for the Annual Meeting Awards so that 1) the amount can be included in the FY22 budget and 2) the award can be promoted as registration is announced.

In addition, the Board should discuss how the review process might be administered to best effect. As noted in the Background, the previously approved review process¹ was set aside in 2020 and each of the 81 applicants received the award. Does the Board wish to take a similar approach in 2021? Or does it wish to modify the approved review process in some way?

RECOMMENDATION 1

THAT [X] be included in the FY 2021 Foundation budget to provide support for the Annual Meeting Award.

Support Statement: The Foundation Annual Meeting Award provides important and necessary support for individuals who may not be able to attend the SAA Annual Meeting without it, particularly given the toll taken on archives workers by the COVID-19 pandemic. The amount allocated for attendance at the 2021 virtual Annual Meeting will cover registration fees for [X] applicants.

Fiscal Impact: Amount to be budgeted in FY 2021.

RECOMMENDATION 2

THAT Annual Meeting Award applications be reviewed and evaluated per..... [to be completed following Board discussion].

Support Statement:

Fiscal Impact: [Note impact on volunteer and staff time depending on the Board's decision. There are no direct expenses as a result of this action.]

¹ See agenda item 0820-SAAF-I-D-BoardInterimActions, appendix D:
<https://www2.archivists.org/sites/all/files/0820-SAAF-I-D-BoardInterimActions.pdf>.