Handweavers Guild of America, Inc. (https://weavespindye.org/)

Convergence 2028 Session Proposal

Welcome to the Handweavers Guild of America, Inc.'s (HGA) Session Proposal process for the 2028 Convergence®.

The Handweavers Guild of America's (HGA) mission is to educate, support, and inspire the fiber art community. Every other year we host Convergence®, our biennial international fiber arts conference that attracts more than 1,000 participants for a multi-faceted experience with exhibitions, shopping, fashion show, tours, workshops, seminars, lectures, and more. At the heart of the Convergence® conference are the Sessions, taught by the world's leading fiber arts instructors and those who are up-and-coming in the field.

Convergence® Sessions are offered in the following formats:

- **90-Minute Seminars** are generally an oral session in a lecture format or a very simple project. Seminars usually require the participant to bring minimal supplies such as pen and paper and generally have no materials fee.
- **3-Hour Seminars/Workshops** are either an in-depth lecture or an introductory hands-on "how-to" course designed to give participants skills or knowledge to take back and implement at home.
- **1-Day, 2-Day, and 3-Day Workshops** offer 6, 12, or 18 hours of in-depth exploration of the subject matter with hands-on instruction. Workshops may require pre-conference preparation by the participant. Workshops will have limited enrollment to provide participants with a more engaging experience. *Note: HGA accepts a limited number of 2 and 3-Day Workshops.*

What kinds of Sessions are we looking for?

HGA seeks a diverse range of Session proposals reflecting the richness and evolving landscape of fiber art. We welcome beginner through advanced offerings, from traditional techniques to innovative, interdisciplinary, and engaging experiences for Convergence® participants.

With approximately 65% of attendees returning, we especially encourage fresh concepts, advanced explorations, and in-depth learning opportunities. Many participants are experienced makers, educators, and lifelong learners seeking meaningful skill development, creative inspiration, and specialized knowledge not readily available in their local communities.

Things to Consider When Developing Your Proposal

- **Offer strong value for attendees.** Participants invest significant time and expense to attend Convergence®, so Sessions that provide substantial learning, meaningful hands-on experience, specialized expertise, or a tangible takeaway tend to resonate most strongly.
- **Offer depth and fresh perspective.** Many attendees already have intermediate or advanced fiber experience, and some are instructors themselves. Sessions that provide focused, in-depth exploration of a concept, process, material, or creative challenge tend to be especially compelling.
- **Highlight what makes your Session unique.** Strong proposals explain why the topic is relevant, what participants will learn, the intended experience level, and what makes your approach or perspective especially valuable and engaging for attendees.
- **Consider what attendees cannot easily learn elsewhere.** Innovative and cross-disciplinary proposals are encouraged, especially those that connect fiber practices with contemporary conversations or offer specialized techniques, unique materials, personal artistic processes, culturally grounded practices, or other knowledge not widely accessible through online tutorials or local guild programming.
- **Be realistic about timing and scope.** Successful Sessions have clear learning goals that can realistically be accomplished within the allotted timeframe without feeling rushed or overloaded.
- **Think carefully about materials and logistics.** Sessions that minimize excessive travel burdens, shipping challenges, or difficult setup requirements are often more accessible to attendees traveling long distances.

Instructor Policies & Session Guidelines

Proposal Evaluation Criteria

Proposed Sessions will be evaluated based on overall quality, relevance to the industry, well-defined focus and objectives, practical applications of the material, relevance and timeliness of the topic, originality of material, hands-on learning for immediate application, educator qualifications (including the level of speaking experience and expertise), and competition as compared to other proposals. Each Session must be educational. Sessions to advertise a program, product, or service for sale is unacceptable. Convergence® Instructors are expected to comply with copyright law in selecting materials and images for their Sessions and are responsible for their permission of use in HGA's marketing materials.

Non-Compete

HGA does not impose any restrictions on teaching the same Session outside of Convergence®. However, please keep in mind that by doing so you may dilute the number of participants in your Convergence® Session. Low enrollment may lead to cancellation.

Enrollment Expectations

HGA requires Instructors to accept a minimum of 16 students per Session, however, HGA reserves the right to run a Session should enrollment fall below. Sessions with 20 or more students may request assistance from a Convergence® Intern provided it is requested with the proposal.

Convergence® Intern Support

These students are currently enrolled in accredited fiber arts programs at the undergraduate or graduate level. The program is designed to assist with career development by providing real work experiences that provide students with opportunities to explore their interests and develop professional skills and competencies while providing the Instructor with a capable assistant to help manage a larger enrollment in their Session. HGA strongly encourages participation in this program.

Technology & WiFi

Please note that HGA does not provide internet service for Convergence® Sessions as it is cost-prohibitive. We recognize the role that technology can play in presenting information. While we would like to provide internet access and fulfill the technical equipment needs of our Convergence® Instructors, we are not in a position to do so. Some conference facilities may offer free WiFi, but reliability cannot be guaranteed. Please contact the HGA office for more information about availability prior to submitting a proposal.

Supplies and Equipment

These items must be requested in your proposal. HGA will provide static-cling dry-erase boards (size may vary) and projector screens or a white space to project upon. HGA does not provide projectors. For a full list of equipment provided by HGA (such as dye pots, sewing machines, etc.), please refer to the application. Supplies and equipment brought by the Instructor may be shipped in advance to the conference Decorator. Shipping costs are the responsibility of the Convergence® Instructor. Upon selection of your Session and signing of the Convergence® Instructor Agreement, HGA will provide shipping instructions and a fee schedule.

Materials Fees & Sales Policies

Digital handouts, shared with Session participants in advance, are encouraged. Convergence® Instructors may charge a materials fee for items they provide to their participants such as printed booklets, fiber, beads, dyes, etc. Please ensure that these fees are reasonable. Higher materials fees often dissuade registration. Convergence® Instructors may not sell additional supplies, publications, or handcrafted items in the classroom or the public areas of the conference. HGA suggests Instructors connect with Convergence® vendors to arrange for sales.

Membership Requirements

All Convergence® Instructors must be or become HGA members upon receiving notification of proposal acceptance and must maintain membership through Convergence®. If more than one proposal is accepted, HGA will do its best to schedule your Sessions concurrently. When this is not possible, you may be eligible for additional hotel compensation.

Instructor Compensation & Benefits

- **Honoraria** will be paid at a rate of $120 per hour of instruction (*$180 for a 90-Minute Seminar; $360 for a 3-Hour Seminar; $720 for a 1-Day Workshop; $1,440 for a 2-Day Workshop; and $2,160 for a 3-Day Workshop*). Honoraria will be adjusted from the hourly rate to a per-student rate for Workshop Sessions with less than 12 registered students: $60 per student for a 1-Day Workshop, $120 per student for a 2-Day Workshop, and $180 per student for a 3-Day Workshop. **Travel Reimbursement** of $75 for every three (3) hours of instruction (*not to exceed $750*) for any
- Instructors residing 120 miles or more from the conference site. Instructors are responsible for arranging their own travel.
- **Hotel Compensation** will be paid directly to a Convergence® Hotel by HGA and will be provided at half (*1/2*) the cost (*or 50% of the cost*) of a double/double room night at the blocked room rate at a Convergence® Hotel under the following schedule. Instructors are responsible for making their own Convergence® hotel reservation and securing a roommate. Instructors are responsible for any miscellaneous fees and services (e.g. food, movies, parking, room service, etc.).

3-6 Class Hours of Instruction... Two (2) Nights at 50%

7-12 Class Hours of Instruction... Three (3) Nights at 50%

13-18 Class Hours of Instruction... Four (4) Nights at 50%

19-24 Class Hours of Instruction... Five (5) Nights at 50%

25 or More Class Hours of Instruction... Six (6) Nights at 50%

- **Complimentary Convergence® Value Package Conference Registration**, includes daily admission to the Marketplace, Demonstrations, Panels, and Art Exhibits; 1 ticket to the Fashion Show; 1 ticket to the Keynote Speaker; an HGA Tote Bag; and discounted session registration.

How To Apply

If you do not already have a Submittable account, you will be prompted to create a free account. Click on "continue" at the bottom of this screen, and then choose the "create account". **You CANNOT log into Submittable using your Handweavers Guild of America member credentials.** After you have created your account and logged in, please click on the original submission link from your payment confirmation email. This should open a new window where you will now have access to the submission form. After filling out all required field, click submit at the bottom of the page.

For a video tutorial please click here (https://youtu.be/9UX3SspQHsE?si=AqHb812igvR2IAB7)

Tips for a successful submission:

- Please provide as thorough and specific information as possible.
- You can save your application and come back to it if needed.
- If you are planning to submit multiple proposals, it can be helpful to create a word document with the basic information that will be the same across all submissions so you can copy/paste into your other submissions (save your fingers from some duplicate typing!!)

Please do not hesitate to reach out if you have any questions about information we are requesting in this application. We would be happy to help to ensure you have the best chances of being selected!

Office Number: (678) 730-0010

Instructor Information

Please provide your contact information and teaching experience below

Name (required)

First Name (required)

Last Name (required)

Address (required)

Country (required)

Select...

Address (required)

Address Line 2 (optional)

City (required)

State, Province, or Region (required)

Zip or Postal Code (required)

Email (required)

email@example.com

Phone (required)

Website

example.com

Facebook (URL)

Instagram (URL)

Youtube (URL)

Biography (required)

Provide a brief biography in paragraph format about your professional career. This will be used in marketing materials for Convergence® should your proposal be selected. Please write in 3rd person.

Fiber Arts Teaching History (required)

List the fiber arts classes you have taught during the past year. Include name of class, dates, and location.

Fiber Arts-Related Appearances/Accomplishments (required)

List your fiber arts-related appearances and accomplishments, including published works. Please begin with the most relevant.

Letters of Reference

Would you like to upload a letter of recommendation or have the system send out a request to your reference for them to upload one? References are encouraged, but not required. If you include references, it is not necessary to add them on the second or subsequent proposals. The references from your first proposal will be applied.

Recommendation Letter (required)

- ◎ I'll Upload It
- ◯ Sytem Request
- ◯ I would not like to provide a letter of recommendation

Upload Reference Letter: (required)

Choose File

Select up to 2 files to attach. No files have been attached yet. You may add 2 more files.

Acceptable file types: .doc, .docx, .pdf

Interns

Convergence® Interns are students enrolled in a fiber arts program at an accredited university. HGA makes every effort to provide an Intern to assist Instructors with their Sessions when the Intern's participation will increase the value of the Session for participants. Interns must be requested as part of your Session proposal.

To be provided with an intern, the Session must have a minimum of 20 registered participants.

Interns will only be provided if registration for you class exceeds the maximum number of students you have indicated you can handle on your own.

Would you be open to hosting an intern? (required)

- ◎ Yes
- ◯ No

What experience or knowledge must the Convergence® Intern have in order to assist in your Session? (required)

Session Proposal

Session Workshop Title (required)

Limit: 300 characters

Session Description (required)

Limit: 450 characters

3-5 descriptive sentences highlighting what the Session entails. **This description will be used in all marketing materials should your proposal be chosen** for Convergence®.
Please use 3rd person, simple future tense for the description.
Do not include website, email, etc in this description.
If you are presenting the session in multiple length formats, make sure each description highlights what will be different about each length.

Session Length (required)

Select...

Are you submitting this session in multiple lengths (required)

- ◯ Yes
- ◯ No

This lets the selection committee know to compare the session length options to each other if they need to pick between those sessions.

Session Topic (required)

Select...

If you feel like it is multiple topics, please select the most closely related topic for your session.

Participant Skill Level (required)

- ◯ Beginner (i.e. no advanced knowledge or skills)

- ◯ Intermediate (i.e. knows how to warp a loom read a draft, has some computer experience, can coordinate hands and feet to spin)
- ◯ Advanced (i.e. capable of fixing own mistakes)
- ◯ All (anyone is welcome!)

What must your participants already know how to do? (required)

- ☐ Must be able to warp a loom
- ☐ Must be able to read a draft
- ☐ Must be able to spin & ply a basic yarn
- ☐ Must be able to operate a sewing machine
- ☐ Must have computer experience
- ☐ Other

Select all that apply to your session

Session Images (required)

Choose File

Select up to 5 files to attach. No files have been attached yet. You may add 5 more files.

Acceptable file types: .gif, .jpg, .jpeg, .png, .svg, .tif, .tiff

If your proposed Session is chosen for Convergence® these images will be used for marketing and publicity purposes. Images should be representative of your proposed Session (finished product and/or process). Each image must be JPG format, file size no larger than 16MB, and a minimum resolution of 300 PPI or Pixels Per Inch (approximately 2000 pixels on the long side).
Label the image using your LAST NAME followed by the SESSION TITLE.
Example: Smith_WeavingBasics.jpg

☐ **Image Use Authorization** (required)

I certify that I own or have obtained all necessary rights, permissions, and releases for any images submitted with this application. I grant permission for these files to be used by The Handweavers Guild of America, Inc. for promotional, marketing, educational, and program-related purposes in print, digital, and social media. I understand that I am solely responsible for securing any required permissions and agree to indemnify and hold harmless The Handweavers Guild of America, Inc. from any claims arising from the use of submitted images.

Session Size & Room Requirements

Please provide information below about classroom set up and needs if your proposal is accepted. This helps us determine our capabilities to provide the needed space for a successful class.

What is the maximum number of Participants (no less than 16) you can comfortably accept in your Session? (required)

If provided a student intern, what is the maximum number of Participants (no less than 20) you can comfortably accept in your Session? (required)

This number must be higher than what you could accept on your own in order to be considered for an intern placement.

How do you prefer your room set-up? (required)

Select...

How many 6' tables do you need for samples and supplies? (required)

How many Participants can be seated per 6' table? (required)

Water Usage

Will you require water in your Session? (required)

- Yes
- No

Do you need access to a sink/bathroom or can water be brought to your room? (required)

- Access to sink(s)
- Water can be brought to room in buckets

How will water be used in your classroom? (required)

- Dye Pots
- Soaking Reeds
- Small Amounts (such as for water color paints, setting spun yarn samples, etc.)

- [ ] Other

How many containers do you need for water and what gallon size? (required)

In the instance that sinks are not in the room you will be teaching in, how many containers would you need to transport water to the classroom. This is just for TRANSPORTATION of water; HGA will not supply buckets for your students. If students need containers for use in the class, please add that to your student supply lists.

Do you need table protection? (required)

- (•) Yes
- ( ) No

If your session is using a process that could potentially damage the table top surface, please select "yes".

How many tables need covered? (required)

- [ ] Instructor/Demo Table only
- [ ] 2 Demo Tables
- [ ] Every student Table

! The "How many tables need covered?" field is required.

Do you need floor protection? (required)

- (•) Yes
- ( ) No

If your session is using a process that could potentially damage a carpeted or wood floor, please select "yes".

How much of the space needs to be covered? (required)

- [ ] Entire Room
- [ ] Part of Room
- [ ] Under Participant Tables Only

Equipment and Supplies

Equipment must be requested in the proposal. Any changes to this equipment request will be the sole responsibility of the Applicant. Indicate the Equipment you would like HGA to provide for your Session, what you will provide to students for a fee, and anything students will be responsible for bringing with them.

Will you need HGA to provide equipment for your Session? (required)

- ◉ Yes
- ○ No

(white board, projector screen, microphone, sewing machines, pots, etc.)

Select all items you would like HGA to provide: (required)

- ☐ White Board
- ☐ Projector Screen (Applicant is responsible for providing projector and laptop)
- ☐ Microphone (requires minimum of 24 Session Participants)
- ☐ Sewing Machine (possibly remove this?)
- ☐ Coffee Pots to Heat Water
- ☐ Stainless Steel Pots
- ☐ Aluminum Pots
- ☐ Other

! The "Select all items you would like HGA to provide:" field is required.

Instructors Provided Equipment & Kits

List any Equipment you will bring that may require additional floor space in the classroom (pool, floor loom, etc.): (required)

Will you provide a Materials Kit for each student? (required)

- ◉ Yes
- ○ No

These supplies are what you will bring for each student. These materials should be necessary to complete the class lessons and be items that students will be able to **take home with them**.

What is the fee for the Materials Kit? (required)

$ USD

The materials fee should be reasonable for the materials provided and should not exceed the Instructor's expense in time and dollars to purchase, package, and ship. This fee is to reimburse the Instructor for the cost of materials and handouts that the Instructor will supply to Session Participants. HGA does not collect materials fees. The Instructor is responsible for collecting these fees from their Session participants in the class.
This fee cannot be increased if your proposal is accepted.

What will students receive in the Material Kit? (required)

Please be specific.

Does your session have an Optional Kit? (required)

- (•) Yes
- ( ) No

The Optional Kits are intended to be *extra* materials and supplies provided for students that are not necessary to complete the proposed project. The Optional Kits can be sold in the classroom to students if they wish to purchase.
This does not include items that should be sold through the Instructor Booth in the Marketplace, such as books and DVDs.

How much does the Optional Kit cost? (required)

$ USD

What will students receive in the Optional Kit? (required)

Be specific about what, and how much, will be provided in the kit.

Participant Equipment and Supplies

Please list all materials or equipment participants will be responsible for bringing on their own.

Remember, students travel from all across the country so it can be helpful to make sure the items on this list are essential.

What Equipment will Session Participants need in order to participate in the session? (required)

- [ ] None
- [ ] Floor Loom

- [ ] Frame Loom
- [ ] Inkle Loom
- [ ] Pin Loom
- [ ] Rigid Heddle Loom
- [ ] Tapestry Loom
- [ ] Table Loom
- [ ] Sewing Machine
- [ ] Spindle
- [ ] Spinning Wheel
- [ ] E-Spinner
- [ ] Laptop

Please specify the minimum number of shafts needed: (required)

For tapestry/frame looms, please put "0"

Please specify the minimum weaving width: (required)

Please specify the DPI for reeds: (required)

For tapestry/frame looms, please put "0"

Does the Loom need to be pre-warped? (required)

- ◯ Yes
- ◯ No, warping will be done during class.

Does your session have a required Participant Supply List? (required)

- ◉ Yes
- ◯ No

These supplies are what students will be required to provide on their own, outside of the materials you will provide for the class. You CANNOT add items to this list after a proposal is accepted; please be thorough in what students will need to bring.

Student Supply List (required)

	A	B
1		**Provide your info below by clicking into each box**
2	**Leader Name**	**Jane Doe**
3	**Session Title**	**Awesome Session**
4	**Session Length**	**1 day**
5		
6	**Supply List:**	**1 supply**
7		**2 supply**
8		**3 supply**
9		
10		

Please specify quantity/amount for items ; enter each item in its own row

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THANK YOU!

We know this is a large proposal submission, and we appreciate your time in providing all the requested information as it helps our Selection Committee make the best choices for the event.

Save Draft | Submit

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