



## PROPOSAL GUIDELINES

- What do we look for in a book proposal? The short list below outlines the information most helpful to us in determining the suitability of a book for the LRP publishing program. (But you should always feel free to contact us with questions or for a preliminary response to your project.)

1. Proposed book title.
2. A summary of the contribution of the work. What makes it important? How is it unique? In this summary, it will help us if you identify the basic question(s) that your book addresses.
3. The table of contents. In crafting your chapter titles, remember that they should not be abstracts, but rather should succinctly reflect the content and logical flow of the book.
4. Chapter abstracts. Please include a statement of each chapter's scope and arguments.
5. Information about the author(s). An up-to-date c.v. should be included for each author or editor.
6. Target audience. Is your book a monograph reporting the results of research? a synthetic analysis? a textbook (if so, for what courses and at what level? competition?)? or . . . ?
7. Estimated length of the entire work in characters, words, or double-spaced manuscript pages (if the latter, include a sample page), as well as the anticipated number of figures, tables, photographs, etc.
8. Expected manuscript completion date and an indication of what material is available now for review.

- The eight items above focus on what we, as the publisher, need to know. Now, turning to information that is important to you, the author:

The books that we publish have been peer reviewed. As is the case with many scholarly publishers, we will proceed with the external review process only if your manuscript is with us on an exclusive basis—that is, only if it is not being considered by another publisher. But remember, if we are having your manuscript reviewed, we have already committed to the concept of the project; that means that, if the results of the review process are positive, we will be proceeding with publication.

- Note: Please send your proposal via post or fax—not via e-mail—unless requested otherwise.

- We are always happy to discuss your ideas before you submit a formal book proposal. If you have worked with someone at LRP previously, you will want to be in touch with that person. Otherwise:

- For books in the field of **sociology**, contact Carrie Broadwell-Tkach (tel: 303-444-6684; cbroadwell@rienner.com).
- For books in the fields of **criminology and criminal justice**, contact Alex Holzman (2805 Brown Street, Philadelphia, PA 19130; tel: 917-364-3033; aholzman@rienner.com).

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- For books on **security, terrorism, intelligence**, and all related topics, contact Marie-Claire Antoine (760 West End Avenue, 16E, New York, NY 10025; tel: 646-876-1012; [mantoine@rienner.com](mailto:mantoine@rienner.com)).
- For books on **international relations, human rights, Africa, Latin America, the Middle East, and general comparative politics**, contact Lynne Rienner (tel: 303-444-6684).
- For books on **Asia, Russia**, and the **former Soviet republics**, contact Marie-Claire Antoine (760 West End Avenue, 16E, New York, NY 10025; tel: 646-876-1012; [mantoine@rienner.com](mailto:mantoine@rienner.com)).
- For books on **international development, nonprofit management**, and **US politics and public policy** contact Nicole Moore (tel: 303-444-6684; [nmoore@rienner.com](mailto:nmoore@rienner.com)).
- For books in the area of **disability studies** contact Lynne Rienner (tel: 303-444-6684).
- In the **UK and continental Europe**, contact Caroline Wintersgill (37 Egbert Road, Winchester SO23 7EB, United Kingdom; tel: +44-7735-096-298; [cwintersgill@rienner.com](mailto:cwintersgill@rienner.com)).
- If you're not sure who is the appropriate editor, contact Lynne Rienner (tel: 303-444-6684).