

## Program Guidelines

# CONNECTICUT STATE POET LAUREATE

### PROGRAM OVERVIEW

The honorary position of Connecticut Poet Laureate was established in 1985 by the Connecticut Legislature. As the state's representative poet, the Poet Laureate serves as an advocate for poetry and promotes the appreciation of and participation in poetry and literary arts activities among Connecticut citizens.

The Department of Economic and Community Development, CT Office of the Arts (COA) appoints a resident as the State Poet Laureate based on the recommendation of a panel of poets and literary professionals.

### PROGRAM TIMELINE

<b>Nomination Deadline:</b>	<b>July 6, 2018</b>
Application Deadline:	July 16, 2018
Panel Review:	late July 2018
Award Notification:	late July 2018
Year #1 Funding Period:	August 1, 2018 – July 31, 2019
Year #2 Funding Period:	August 1, 2019 – July 31, 2020
Year# 3 Funding Period:	August 1, 2020 – July 31, 2021
Final Reports:	due annually 30 days following the end of each funding year

### DUTIES

- Present at least three (3) public events per year as requested by COA such as award ceremonies, Arts Day, or other events conducted by COA.
- Foster public appreciation of and participation in poetry and literary arts activities.
- Serve as an ex officio member on the Culture & Tourism Advisory Committee of the Department of Economic and Community Development (DECD).

### TERMS OF SERVICE AND REMUNERATION

- The State Poet Laureate will serve for a multi-year term. Pending legislation is shifting the term from a five (5) year term to a three (3) year term to align with the State Troubadour. Therefore, the selected State Poet Laureate will serve a term from August 1, 2018 – July 31, 2021
- The State Poet Laureate will receive an annual stipend of \$2,500 for a total of \$7,500 for the three years as part of a grant contract.
- The State Poet Laureate must maintain Connecticut residency during his/her term.
- COA reserves the right to revoke the tenure of the Poet Laureate if he or she fails to fulfill his/her duties.

### WHO MAY BE NOMINATED

#### Eligible Nominees

- Nominees must be full-time Connecticut residents (for at least the past five years prior to the nomination deadline).
- Nominees must possess a distinguished career in the field of poetry.
- Nominees must be available to travel and give presentations.

#### Re-Nomination of Previously Nominated Poets

A poet who has been nominated before may be re-nominated (submit a new nomination and application)

#### Ineligible Nominees

- Students currently enrolled in degree-granting institutions.
- Previous State Poet Laureates.
- Culture & Tourism Advisory Committee members, DECD/COA staff and members of their immediate families.

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## NOMINATION PROCESS

Any Connecticut citizen may nominate one (1) poet for the Poet Laureate position. A poet may not self-nominate and no award will be given posthumously.

Nominators must provide the following:

- Their name and contact information (*street address, city, state, zip, phone, & email*)
- Contact information for the Nominee (*street address, city, state, zip, phone & email*)
- A formal Letter of Support

Nominators must:

- Send the requested information listed above by email to [tamara.dimitri@ct.gov](mailto:tamara.dimitri@ct.gov)
- Enter "Poet Laureate Nomination" in the email subject line.
- IMPORTANT NOTE: COA will respond with a confirmation email AND number. If you do not receive a confirmation number, then resubmit your email to ensure receipt.

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## APPLICATION PROCESS

COA will contact nominated poets with an invitation to submit an application for consideration. Applications and requested materials must be submitted through COA's online e-granting portal. Nominated poets will receive online access following receipt and processing of nomination.

Applicants must provide the following as uploads into the online application:

- One (1) page narrative. Express your interest and commitment to this role, note past Connecticut poetry activities, and indicate why NOW is the appropriate time for you to serve as the State's Poet Laureate.
- Resume - list published works, public readings, awards, honors or other recognition. Include links to website(s), YouTube and/or Vimeo files, etc.
- Two (2) additional Letters of Support.
- Work sample of no more than ten (10) poems. The total work sample may not exceed 15 continuously numbered pages (8 ½" x 11" and no smaller than 12 point type). Please provide copyright information where appropriate.

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## REVIEW PROCESS

A peer panel of poets and literary professionals will review eligible nominations. The selection criteria are:

- Outstanding reputation and distinction within the field of poetry.
- Excellence of the poet's work; substantial book and periodical publications.
- Commitment to fostering appreciation and participation in poetry.

COA and Panel Reviewers reserve the right to request further information from applicants and/or review publicly accessible information, articles, etc. about the applicants as a way to conduct a thorough and thoughtful panel review process.

Following the panel review process, COA staff will present recommendations to the Connecticut Arts Council for review and final approval.

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## CONTACT

For questions regarding the Connecticut State Poet Laureate, contact Tamara Dimitri by email at [tamara.dimitri@ct.gov](mailto:tamara.dimitri@ct.gov).

Further information about the State of Connecticut Poet Laureate, including a listing of past honorary poets is available on the [Poet Laureate webpage](#).

For general information about COA programs and services, visit [www.DECD.org](http://www.DECD.org).