



ARTSFAIRFAX

Fairfax County Poet Laureate
Information Session

April 23rd, 2024

Welcome!

If you have any questions throughout this webinar, please write them in the chat. We will be reviewing them throughout the presentation.

There will be an opportunity for Q & A at the end.

Meet *Our Team*



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Agenda

- Introductions
- About ArtsFairfax
- Fairfax Poet Laureate
 - Role
 - Program Goals
- Previous Poet Laureates
- Eligibility
- Selection Timeline
- Review Process and Criteria
- Term and Award Amount
- Required Documents
- Submittable online application

The arts fuel a *thriving, creative, & economically strong* community in Fairfax County



Discovery

Arts Directory
Events Calendar
Public Art Locator



Opportunity

Jobs
Artist Calls
Professional Development



Community

ArtsFairfax Awards
Fairfax Arts Advocacy Day
Capital One Hall
Community Arts Partnership

Fairfax Poet Laureate

- ArtsFairfax seeks to **raise the visibility of poetry** through the designation of the Fairfax County Poet Laureate.
- Through this designation, ArtsFairfax seeks to **celebrate and support** a poet who can **engage new audiences, create new opportunities** for poetry to be shared, and **encourage the creation** of poetry and other literary works.
- The Poet Laureate program recognizes a professional poet's **achievements and their demonstrated history of accomplishments** while promoting their continued pursuit of creative work and creating opportunities for connection between the Poet Laureate and Fairfax County communities.

Role of the Poet Laureate

- An inaugural reading;
- Consult with ArtsFairfax to create and execute a **community service project** to be accomplished during their tenure. Project activities will use the arts and humanities to help foster literacy, expand audiences and appreciation for poetry, and create engaging cultural experiences for county residents;
- Help build networks and opportunities for poets to read and **engage new audiences with local businesses, book festivals, schools, parks, and other venues**;
- Provide an **original poem** at the end of the Poet Laureate term as a reflection on their tenure; and
- **Represent Fairfax County** at events as mutually agreed with ArtsFairfax.

Goals of the Poet Laureate Program

To recognize and provide support for poets and writers;

To use the arts and humanities to engage people in cross-cultural and community-wide exchange of ideas, stories, and culture;

To encourage wide participation in poetry through diverse cultural programming available to all residents of Fairfax County;

To promote opportunities for poets, literary organizations, and writers to create, present, and celebrate their creative endeavors;

To be a catalyst for increased private sector support for poetry and other literary activities through leveraged public funding.

Nicole Tong
Inaugural Poet Laureate
2020-2022

Danielle Badra
Current Poet Laureate
2022-2024

Community Service Project:

- **Poetry Lives Here**, celebrates living poets. Tong partnered with **George Mason University** MFA students to conduct a poetry residency program **at the Fairfax County Juvenile Detention Center.**
- Nicole amplified living poets on the Twitter Page **@PoetryLivesHere**

Community Service Project:

- **Poetry in the Parks**, in partnership with the **Fairfax County Park Authority**, invites area poets and parkgoers to consider the relationship between nature and poetry

Next Poetry in the Parks event:
National Poetry Month Poetry Reading, Green Spring Gardens, Saturday, April 27th 1-2:30 pm

Poet Laureate Eligibility

1. **Individuals must reside in Fairfax County for at least 12 months prior to the application deadline.** Applicant must provide proof of residency. Residency must be in the applicant's name. Residency is based on the applicant's physical residence [home], not on a P.O. Box, studio/workspace, or other property owned by the applicant. The Poet Laureate must remain a resident of Fairfax County for the duration of their tenure.
2. **Individuals must be at least 21 years of age at the time of submission.**
3. **Individuals must be actively working in and/or deriving income from poetry.**
4. **Individuals must have demonstrated experience publishing and/or presenting original poetry** including at least one work by an established press (please, no-self publications or subsidy press books), or a combination of at least two of the following: poetry journals, magazines, or websites that are not predominantly self-curated, personal websites, or personal blogs.

Poet Laureate Eligibility Cont.

5. Individuals must be identified as a primary author of work(s) described in the application.
6. Individuals must not be enrolled as an undergraduate student in a degree or entry level certification program related to poetry or writing.
7. **For the specified three-year period**, the individual must be willing and able to promote poetry, design and implement the community service project, lead or participate in workshops, readings, and other activities around Fairfax County and the region.
8. Individuals must not have been appointed Fairfax County Poet Laureate previously.

Selection Timeline

Poet Laureate Application
Deadline

Announcement of Laureate

June 28, 2024

August 13, 2024

October 2024

Poet Laureate Advisory Panel
meets to select Laureate

Review Process

Following the application deadline:

- **ArtsFairfax staff determines whether a submission is eligible and complete.**
 - Staff may contact applicants for information needed to make an eligibility determination.
 - If an applicant is determined to be ineligible, the application will be rejected without evaluation.
- **Incomplete applications are subject to rejection without evaluation.**
 - If an application is rejected, the applicant will be notified by e-mail.
- **All eligible applications for the Poet Laureate are evaluated by a panel of poets and literary arts professionals.**
 - The ArtsFairfax Board of Directors makes the final decision on the basis of the panel recommendation.

Poet Laureate Evaluation Criteria

A Review Panel comprised of 5-6 poets and other professionals with a particular knowledge of, or expertise in poetry or otherwise engaged in the poetry community will review and evaluate each eligible application on its own merit. These individuals will have no conflict of interest and will evaluate each application based on the criteria:

1. Applicant's record of professional poetry activity and achievement.
2. Artistic merit of the applicant's work.
3. Poetry Engagement: Proposed Community Service Project

Term and Award Amount

- The Fairfax Poet Laureate will serve a **three-year term**:
 - October 1, 2024 - September 30, 2027
- They will receive **\$5,000 each year** of their term.
- Additional funds will be available to support program activities during their tenure, including publication of a chapbook of the laureate's work.

Required Eligibility Documents

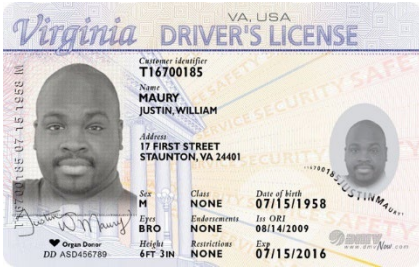
Identification

- Provide a photocopy of a valid **public identification** (such as a driver's license, passport, or similar government-issued form of identification).

Proof of Residency

- Provide a copy of your **Proof of Residency** in Fairfax County for the **past 12 months** (i.e., a copy of a lease, rental agreement or mortgage, or matching billing statements (utility bills) for a **12 month cycle** up to the present month. Combine all documents in one **PDF file** and upload.

Proof of Residency may be submitted as one document.



Jan 31, 2014 **Customer Bill**
 DOMINION CUSTOMER 12345 MAIN STREET
 ANYWHERE, VA 12345

Billing and Payment Summary

Account # 0123456789 Due Date: Feb 24, 2014
Total Amount Due \$ 226.33
 To avoid a Late Payment Charge of 1.5% please pay by Feb 24, 2014.
 Previous Amount Due: \$ 221.82
 Payments as of Jan 30: \$ 221.82CR

Explanation of Bill Detail

Customer Service 1-866-DOM-HELP (1-866-366-4357)
 Previous Balance 221.82
 Payment Received 221.82CR
 Balance Forward 0.00
 Residential Service (Schedule 1) 01/01-01/30
 Distribution Service kWh 40.36
 Electricity Supply Svc (ESS) Generation 108.89
 Transmission 13.51
 Fuel 55.75
 Sales and Use Surcharge 1.16
 State/Local Consumption Tax 2.93
 Utility Tax 3.75
Total Current Charges 226.33
Total Account Balance 226.33

For service emergencies and power outages please call
 1-866-DOM-HELP (1-866-366-4357). Visit www.dom.com

Meter and Usage

Current Billing Days: 30
 Billable Usage
 Schedule 1 01/01-01/30
 Total kWh 1895
 Measured Usage
 Meter: 00023456789 01/01-01/30
 Current Reading 31735
 Previous Reading 29840
 Total kWh 1895

Usage History

Mo	Yr	kWh
Aug	12	2144
Sep	12	1835
Oct	12	1352
Nov	12	1298
Dec	12	1369
Jan	13	1637
Feb	13	1316
Mar	13	1252
Apr	13	1307
May	13	1692
Jun	13	1892
Jul	13	2572
Aug	13	1895

Important Customer Information from Dominion Virginia Power

Striking an underground powerline while digging can cause serious injury or death. Please call 811 before you dig. It's free and it's the law. Call 811 to play it safe.
 Visit 'Manage Your Account' on www.dom.com or call us to join our Budget Billing and Automatic Bank Draft Plans. They are free services.

Please detach and return this payment coupon with your check made payable to Dominion Virginia Power. Please see reverse side for mailing address change instructions.

Bill Date Jan 31 14

Payment Coupon

Please Pay by 02/24
\$ 226.33

Amount Enclosed

[Empty box for amount enclosed]

Account No. 0123456789

DOMINION CUSTOMER
 12345 MAIN STREET
 ANYWHERE, VA 12345

Send Payment to:

DOMINION VIRGINIA POWER
 P O BOX 26543
 RICHMOND VA 23290-0001

888 1234567890 0000018633 0000018633 91



Passport Card Sample



Work Samples, Resume, and Supplemental Materials

- **Work Samples:** Work Samples, Resume, and Supplemental Materials are mandatory. Applicants are required to submit samples of their poetry. Materials should describe recent (within the last three years) activities. The poems, published or unpublished, should reflect the highest professional standards and be representative of your work.
- **Poet Biography:** Summarize where you are from, your past and most recent work, and highlight your most major award(s), readings/lectures/publications, and other accomplishment(s).
- **Poet Statement:** A poet's statement contextualizes your work and the ideas that inform it. It should discuss your work as a poet, such as your view of the purpose of poetry, the use/possibilities of language, the role of the poet in society, and/or what poets and experiences have shaped your work

- **Community Service Project:** The Poet Laureate is expected to design and implement a community service project that addresses the goals of the program. Specifically, the community service project must use poetry to engage people in cross-cultural and community-wide exchanges of ideas, stories, and traditions. Outline your vision for the community service project by describing the activities that you would pursue, including possible partners (organizations and/or individuals), settings, and audiences.
- **Poetry Portfolio:** Submit up to 10 examples of original poems published or unpublished, not to exceed 10 pages.
- **Publication Credits:** Submit a list of credits up to one page. Include individual publications of your work, followed by inclusion of your poems published as part of collections, magazines or e-zines.

Please refer to the guidelines for specific instructions. Work Samples and Supplemental Materials are mandatory.

Supplemental Materials

- **Supplemental Materials** could include, but are not limited to:
 - Programs and other promotional materials for readings or workshops,
 - Newspaper reviews, articles, testimonials,
 - Letters of support, or awards.
 - You can submit up to 10 items.
 - Materials must describe recent activities (within the last three years).
- **Video Introduction** (up to five minutes). Choose a favorite poem/poet, describe why you appreciate the work/poet and how the poem/writer's poetics intersect with and amplify the experiences of county residents. This serves both as an introduction and how you would present this topic to an audience. Create a Web link (Use YouTube or Vimeo).

Resume

- **Resume** is a list of your professional experience. It should take the form of an organized list—not a paragraph—publications, readings, teaching or lecturing experience, awards, press, collections, and your own education (BA, BFA, MFA).

Submission Notes

- **Optional:** Please provide any additional context supporting or explaining your uploaded files.

Terms & Conditions

- The Poet Laureate must agree to comply with the terms and conditions as specified in the guidelines.
 - **Announcement of Award in September:** No information about the status of an application will be released until all applications have been reviewed and the ArtsFairfax board approves final awards at the end of September.
 - **Eligibility:** Grant recipients must continue to meet all Artist Grant Poet Laureate eligibility requirements during grant period.
 - **Publicity**
 - **Payment and Reporting Procedures**

Acknowledgement of ArtsFairfax

The Fairfax County Poet Laureate is required to acknowledge ArtsFairfax for the duration of their term. Your success is our success. By working together, we raise the profile of the arts in the county.

ArtsFairfax is your brand umbrella

- Acknowledge ArtsFairfax in all print materials and digital communications
- Include #ArtsFairfax in your social media channels

Cross-Promote Your Events:

- Add ArtsFairfax's calendar to your Web site
- Share your activities on ArtsFairfax Facebook and Instagram @artsfairfax.

See the Grant Communication Kit

- <https://artsfairfax.org/grant-communications-kit-and-branding-guide/>

Application Tips

- Save your application with every step!
- Write clearly and concisely.
- Do not use jargon.
- Check narrative and other text for grammar and spelling errors.
- Do not repeat information.
- Keep in mind that the ArtsFairfax staff does not participate in panel discussions.
- The application must stand on its own merits.
- Verify that all contact information in your application is correct, including e-mail addresses and phone numbers.
- Log out of your Submittable account when you're not actively working in the application.
- Ensure links to work samples are live and public.

Q & A

Submitting your application

To begin your application, visit

<https://artsfairfax.submittable.com/submit>

Poet Laureate applications must be submitted on-line no later than June 28, 2024 at 7:00 pm. Late applications will not be accepted.

Contact Us

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Thank you