



Hawai`i State Poet Laureate Program 2023 Overview

ABOUT THE HAWAI`I STATE POET LAUREATE PROGRAM:

Purpose of the Hawai`i State Poet Laureate: *To promote and encourage appreciation of poetry and literary life in Hawai`i and the poetry community while inspiring an emerging generation of new writers.*

Duties of the Hawai`i State Poet Laureate

The Poet Laureate will serve a multiyear term, subject to the determination of SFCA Commissioners. Duties include:

- Participation in at least four events annually during the term, involving the Governor's Office, State Foundation on Culture and the Arts, Hawai`i State Public Library System, or Hawai`i Council for the Humanities.
- One community-engaged poetry publication (publication can be a variety of media forms including print, film, performance, or online), incorporating poetic works from people across the islands during the multiyear term.
- Facilitate at least eight community-engaged poetry workshops per year with/for diverse populations on different islands.
- Organize and participate in at least one annual reading also featuring other local poets.

Poet Laureate Support

The State Foundation on Culture and the Arts supports a collaborative effort between the Hawai`i Council for the Humanities, State Foundation on Culture and the Arts, and Hawai`i State Public Library System, for the establishment of a Hawai`i State Poet Laureate Program.

Storytelling is a rich cultural tradition built into our every day lives in Hawai`i. A Poet Laureate would contribute to Hawai`i's vibrant, multicultural creative community through the power of writing, reading, and the spoken word.

Statewide public benefit activities by the Hawai`i Poet Laureate will be funded through the State Foundation on Culture and the Arts. The Hawai`i Poet Laureate will receive a stipend of \$20,000 per year.

For questions and application assistance, please contact:

Kathleen (Kacey) Bejado, Arts Program Specialist
State Foundation on Culture and the Arts
SFCAartistgrants@hawaii.gov
808-586-0771



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NOMINATION AND APPLICATION REQUIREMENTS

ELIGIBILITY

Poet Laureate Eligibility Requirements

- Must be a legal, full-time Hawai`i resident.
- Must maintain Hawai`i residency during the full multiyear term of office.
- Must be available to travel statewide and give presentations.
- Nominees will not be considered until they indicate their consent to the nomination.

Selection Criteria

This designation recognizes and honors a Hawai`i poet of exceptional talent and accomplishment. The Hawai`i Poet Laureate will be selected based on:

- A body of work that has been professionally published/performed/exhibited and acknowledged as achieving a high degree of artistic excellence.
- 10 years or more of doing poetry in Hawai`i.
- 3 or more years of poetry facilitation / educator experience.
- Demonstrated deep commitment to Hawai`i and understanding of our diverse communities and histories.
- An established history of community service in the advancement of poetry in Hawai`i, and the ability to present poetry, and effectively and creatively engage with a public audience.

NOMINATION PROCESS

Nominations may be made by an organization or individual. Self-nominations are allowed.

NOMINATOR'S INSTRUCTIONS

The **first step** in making a nomination is to email a completed [Nomination Form](#) to SFCARTISTGRANTS@HAWAII.GOV. Once the form has been reviewed and approved by SFCA staff, you will receive an email with permission to move on to the next step of the nomination process. If your nominee has already been nominated, you will be asked to submit a letter of support.

If you receive permission to proceed, the **second step** is to email the following to SFCARTISTGRANTS@HAWAII.GOV:

- One-page narrative describing the nominee's qualifications to serve as the Hawai`i Poet Laureate, including experience as a Hawai`i writer, efforts to advance poetry in Hawai`i, and ability to interact with the public in promoting poetry and writing.



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NOMINEE'S INSTRUCTIONS

When a nomination has been approved, the nominee will receive an invitation code via email to access the application on [Hawaii.GoSmart.org](https://www.hawaii.govsmart.org) (see below). The nominee will provide the following material via Go Smart:

- Completed and signed online consent form.
- Statement of intent answering these questions: What is your vision for the role of Hawai`i Poet Laureate? If selected, what would you like to do or accomplish in that role? Include a brief description of a 3-year project proposal to be completed as the Hawai`i State Poet Laureate. We encourage this project to be collaborative and include poets throughout the islands.
- Nominee's resume, including education, publications, awards, and recent activities such as poetry readings, workshops, interviews, and school visits.
- Three samples of the nominee's published writing, approximately twenty pages.
- Two letters of support or recommendation, approximately 500-800 words each.
- Certificate indicating the nominee is registered and compliant with [Hawai`i Compliance Express](#) (see below).

***Hawaii Go Smart** is the online application management system used by SFCA staff to administer and review grant and award applications. All nominees must have an account in Hawai`i GO Smart to apply. If the individual does not have an account in Hawai`i GO Smart, one **must** be created.*

***Hawaii Compliance Express (HCE)** is an electronic system that provides vendors, contractors and service providers doing business with state or county agencies to quickly and easily document that they are compliant with applicable laws. HCE expedites your ability to furnish proof of compliance with the requirements of [103D-310\(c\), HRS](#).*

This single certificate eliminates the need to obtain individual copies of clearances with the following agencies:

- Internal Revenue Service (IRS) - Form 8821
- Department of Labor & Industrial Relations (DLIR) - Form LIR27
- Department of Commerce and Consumer Affairs (DCCA) - Form COGS
- Department of Taxation (DOTAX) - Form A-6

Under Hawaii law, you must provide proof of compliance in order to receive a contract worth \$2,500 or more with state and county government entities in Hawaii.



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APPLICATION REVIEW

Receiving and Processing Applications

- Applications received by the deadline will be reviewed by SFCA staff for eligibility and completeness. Applications that are not eligible or that are not complete will not be accepted. Applicants will be notified about receipt of their application, eligibility, and completeness.
- Applicants will receive official written notification of the outcome of their application after the panel recommendations are made.

Who will be the Panelists?

- A selection committee assembled and convened by the Hawai`i Council for the Humanities, Hawai`i State Foundation on Culture and the Arts, and the Hawai`i State Public Library System will review all nominations, select finalists, and attend private presentations by finalists. The committee is comprised of individuals who are members of Hawai`i's literary, cultural, educational and academic communities, and the community-at-large

PROJECTED TIMELINE:

- June 20, 2022 – Nomination and application period opens.
- August 31, 2022 – End of nomination and application period. Deadline for SFCA to receive applications.
- August – September 2022 – Panel review of applications.
- November 2022 – SFCA Commissioners approve the panel-recommended Hawai`i Poet Laureate.
- November/December 2022 – Notification of selection; award of contract.
- January 2023 through June 30, 2025 – Contract period.
- July 30, 2023 – 1st report deadline
- July 30, 2024 – 2nd report deadline
- July 30, 2025 – 3rd report deadline