

## Applicant Information

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### Primary Contact

Review the applicant information. If you need to update the Primary Contact information you can do so in your Profile. Click Home button in upper right corner to get to My Profile button.

NAME

ADDRESS

CITY STATE ZIP

Phone: 000-000-0000

Email: EMAIL

### Legal Name

Please enter your legal name exactly as it appears on your taxes. Your legal name will be used for contracting purposes if you are awarded a grant.

Your username, in the Primary Contact section above, will be used in award announcements and on our website.

NAME

### Upload your resume/CV/bio

[Test.docx](#)

11.7 KB - 03/19/2025 7:05 AM

Total Files: 1

## Artist Narrative

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The Poet Laureate is an honorary, statewide position responsible for inspiring the next generation of poets and readers; advancing literacy, education, and shared understanding; and expanding access to the transformative power of poetry for every resident of Massachusetts.

The Poet Laureate should demonstrate the following:

- Experience related to duties as outlined above including potential travel, events, and educational experiences.
- A substantial body of work.
- Commitment to promoting an awareness of poetry and literary excellence.

Please answer the following narrative questions with this information in mind.

### **Relevant experience**

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Describe the relevant experience you have had related to the duties of Poet Laureate including but not limited to attending public readings and other literary and cultural events in diverse regions, composing poetry on commission or in response to a requested theme or topic, engaging with the public through educational or community opportunities, etc.

Please type or paste your Artist Narrative. 3,000 character limit includes letters and spaces.

SAMPLE TEXT

### **Commitment to promoting an awareness of poetry and literary excellence**

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The Poet Laureate should possess a “substantial body of work”. Please describe your body of work as a poet and how you and your work have demonstrated a commitment to promoting awareness of poetry and literary excellence.

Please type or paste your Artist Narrative. 3,000 character limit includes letters and spaces.

SAMPLE TEXT

### **Work Samples**

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## Work Sample Upload Instructions

To demonstrate substantial body of work, submit a sample or samples of your poetry.

You may submit five files that add up to UP TO TEN total minutes/pages. This can be all one file type or include a mixture of file types. The important thing is that the total count is at least ONE and no more than FIVE files, AND at least ONE page/minute and no more than TEN pages/minutes

You may submit the following file types:

AUDIO: FLAC, MID, MIDI, MP3, RA, RM, WAV, WMA. DOCUMENT: DOC, DOCX, PDF, RTF, TXT.  
IMAGE: BMP, GIF, JPG, JPEG, or PNG. VIDEO: ASF, AVI, FLV, M4V, MKV, MOV, MP2, MP4, MPEG, MPG, RM, RMVB, WEBM, WMV.

Document files should be no more than 1 MB. Image, audio, or video files should be no more than 1,000 MB/1 GB.

Uploading a media file is a two-step process and larger files may take a long time to complete. First, select the media file from your computer and add it to your application. You will see the media file appear in the Video Library while the system scans it for viruses. If after 10 minutes the system is still scanning the file for viruses, kindly click "**Save Draft**" to refresh the screen and check if the virus scan has been completed. After the upload and scan are complete, click "Properties" to add your work's Title.

Note: During times when a large number of applicants are in the system, each media file may take 30 minutes or more to upload and scan for viruses. Please plan accordingly and we strongly encourage you to upload your files well in advance of the deadline date.

If you experience an error while uploading your file, try switching to another web browser.

If you are working on the application on or around the deadline, please note that you can still submit your application while the system is scanning your media file for viruses, as long as you have answered all other required information.

**What type of work samples will you be providing?**

Document file(s)

Title (if applicable)	Year completed	# of pages; or # of minutes	Work Sample Description
SAMPLE	2025	10	

## Acknowledgement

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### Ready to Submit?

Once you click "Submit" below, you will no longer have access to make changes to your application. You will receive an email confirmation after you submit that includes a copy of your application without any uploaded files.

**Please note: You have not successfully submitted your application until you see the following message: "Congratulations - You have successfully submitted your application."**

**Authorized Signature: I certify that all the information contained in this application, including all supporting documents and materials, is true and correct to the best of my knowledge. I attest that all submitted work sample(s) represent my own work. I hereby release Mass Cultural Council, its members, and employees, from any liability and/or responsibility concerning the submission of materials to this program. In addition, I agree that the required public acknowledgment will be given to Mass Cultural Council if this application is approved. Through the inclusion of my work samples and other materials in my application, I grant permission to the Mass Cultural Council to use this material for promotional and publication purposes only. If used, all work will be properly credited with the artist's, organization's, and photographer's information.**

Clicking "submit" below serves as an authorizing electronic signature.

**Attestation: I agree**