Sample Implementation Grant Application

Project Title: The Sunken Garden Poetry Festival 2019

Organization: Hill-Stead Museum

Project Case Statement:

Why should Connecticut Humanities Fund this project?

Give a brief project abstract and explain how this project supports both <u>*CTH funding priorities*</u> *and your organization's mission.*

The Sunken Garden Poetry Festival (SGPF) is Hill-Stead Museum's (HSM's) longest-running public program. During its 27th season in 2019, seven award-winning poets will read their work over five evenings from June through August. Set in the historic Sunken Garden, the SGPF is one of the country's premier poetry events. It is an enriching experience, providing both artistic beauty and a powerful understanding of our world through humanities-based components. Each reading is preceded by a Prelude, which is a moderated discussion with poets to provide a deeper examination of humanities themes. Headlining poets conduct writing workshops with adults and students who wish to learn from the best. Music and museum tours complete the evening for festival patrons.

Given its participatory format, the SGPF is a constructive and beautiful counterpoint to the strident public discourse our nation is experiencing. With its serene setting, socially relevant content and scholar-led opportunities for reflection and consideration, the SGPF is an accessible way to build community by fostering mutual understanding among diverse audience members. Work by headlining poets provides a fresh perspective on national and global topics, and the festival's programmatic components offer several points of entry for audience members to engage with contemporary issues.

The SGPF aligns with all of CTH's funding priorities: 1) Each event calls to and reaches broad audiences from different communities through carefully selected thematic content, extensive promotion and free tickets for underserved groups; 2) Participants examine social issues through expert-led discussions between poets and audience members; 3) HSM connects with new audiences by collaborating with a wide array of community organizations, working with them to eliminate attendance barriers encountered by some of their members; 4) New in 2019, HSM proposes to use poetry to inspire service and change in communities throughout the state with Poetry in Action. This innovative pilot program encourages young library patrons to examine social issues found in a poet's work and connect with community activities that respond to those issues. This pilot will extend the impact of the SGPF beyond the Greater Hartford region through strategic library partnerships; 5) HSM fulfills CTH's final funding priority as a popular destination for tourists who seek a culturally-rich heritage experience. SGPF events add a dynamic element to the historic site's overall allure to visitors from all backgrounds.

SGPF carries out CTH's mission to encourage curiosity, understanding and critical thinking through its presentation of diverse, engaging, high-quality poetry programs and discussions. By carefully designing a series of thematic elements that resonate with contemporary audiences, HSM fulfills its own mission to serve diverse audiences in Connecticut and beyond as a welcoming place for learning, reflection and enjoyment.

Project Description and Background:

Briefly explain how you developed this project, including resources you consulted during planning (scholars, archives, collections, etc).

Describe the project you will deliver to the public and what you expect they will learn from it. Identify specific elements of this project you are asking CTH to fund.

For Documentary Film submissions please additionally respond to the following in this section:

- Story, issues, and characters: What is the specific story your project will tell and what are the associated issues it will explore? Why are these stories or issues important or timely? Who are the characters?
- Describe the current stage of the project. Provide an estimated completion date.

Hill-Stead Museum's Sunken Garden Poetry Festival is a renowned cultural event that takes place on the grounds of a National Historic Landmark in Farmington. Visitors can tour the museum's worldclass Impressionist art collection, walk the trails and attend the Prelude conversations with headlining poets prior to mainstage presentations. All of these activities are included in the price of admission: \$15 in advance; \$20 at the gate; FREE for children under 18; FREE for partnership patrons; FREE parking.

The SGPF is managed by a full-time HSM staff member, and additional staff, interns and volunteers assist with event logistics. The Poetry Advisory Committee (PAC) plays a crucial role in identifying, vetting and sourcing the opening and headlining poets. The PAC consists of practicing poets, university professors, a former CT Poet Laureate, a digital media expert, a noted publisher and a multi-cultural programming advisor. The PAC provides valuable input and perspective, and its members are ambassadors who promote the SGPF in academic, literary and cultural arts circles.

The 2019 SGPF schedule will be:

June 19 – Claudia Rankine is the author of five collections of poetry, including Citizen: An American Lyric, and is the editor of several anthologies including The Racial Imaginary: Writers on Race in the Life of the Mind. With Citizen, she won the Forward Prize for Poetry, the National Book Critics Circle Award for Poetry (also nominated in the criticism category, and the only book in the award's history to be a double nominee), the Los Angeles Times Book Award, the PEN Open Book Award, and the NAACP Image Award. A finalist for the National Book Award, Citizen also holds the distinction of being the only poetry book to be a New York Times bestseller in the nonfiction category. CT poet,

educator and PAC member Kate Rushin will interview Rankine during the Prelude to explore her perspective on identity, race, and belonging, themes that figure prominently in her work.

July 10 – Terrance Hayes is the author of American Sonnets for My Past and Future Assassins, which was a finalist for the 2018 National Book Award in Poetry; Lighthead, winner of the 2010 National Book Award for poetry; Muscular Music, which won the Kate Tufts Discovery Award; Hip Logic, winner of the 2001 National Poetry Series, and several other works. Through personal reflection and contextual commentary, the audience will better understand Hayes' perspective on popular culture, race, music and masculinity. Kate Rushin is slated to moderate a discussion with Hayes and the audience.

July 21 – Celebration of Indian Poetry, Culture and Music by Rajiv Mohabir and Aimee Nezhukumatathil

Rajiv Mohabir is an Indo-Caribbean American author of two acclaimed poetry collections and four chapbooks. He is winner of the 2015 Kundiman Prize, a 2015 PEN/Heim Translation Fund Grant, a finalist for the 2017 Lambda Literary Award in Gay Poetry, and has received fellowships from Kundiman, The Home School and the American Institute of Indian Studies language program. Migration is a recurring theme in Mohabir's poetry, which also includes reflections on colonialism, linguistic identity, religiosity and his ancestors.

Aimee Nezhukumatathil is the author of four books of poetry. She is the poetry editor of Orion magazine and her work has appeared in numerous journals. She has won a NEA Fellowship and the Pushcart Prize. Her work incorporates rich descriptions of exotic landscapes, food and imagery evocative of the lands from which her Filipina/Malayali Indian family hails, providing a beautiful perspective on love and loss, nature and the land. PAC member Ben Grossberg, a prizewinning poet and teacher, will moderate the Prelude discussion with both poets.

July 31 – Poetry of Our World: Chris Abani and Mai Der Vang

Chris Abani has written eight poetry collections and several works of fiction. He is a Guggenheim Fellow, recipient of the PEN/Hemingway Award, the Hurston Wright Award and a Lannan Literary Fellowship, among others. He writes in detail about the atrocities he witnessed and endured as a political prisoner in Nigeria. Journalist Tanure Ojaide noted that Abani "portrays the experience in indelible lines that haunt the reader as well as himself." He added that, in his poetry, Abani "succeeds in elevating art and humanity above the meanness and inhumanity of tyrannical leaders and their cohorts."

Mai Der Vang is the author of Afterland, winner of the 2016 Walt Whitman Award of the Academy of American Poets, longlisted for the 2017 National Book Award in Poetry and a finalist for the 2018 Kate Tufts Discovery Award. Afterland mirrors her family's journey during travel and resettlement after their native Laos deteriorated during war. Vang recounts the stories and images of lost family from her perspective as a native of the United States. Both Vang's and Abani's powerful poetry will serve as catalysts for pre-performance discussion among audience members during a Prelude moderated by Ciaran Berry, PAC member, poet and teacher at Trinity College.

August 11 – Young Poets Day (YPD): Elizabeth Acevedo is the New York Times best-selling author of the award-winning novel, The Poet X. She has graced the stage at such venues as Lincoln Center, the Kennedy Center of the Performing Arts, South Africa's State Theatre, The Bozar in Brussels and the National Library of Kosovo. Acevedo is a National Slam Champion and her poems have been published in Poetry, Puerto Del Sol, The Notre Dame Review and others. A renowned slam poet, her

work focuses on the issues of racism, sex, poverty and identity. PAC member and teaching poet Leslie McGrath will interview Acevedo during the Prelude.

YPD is also the culmination of the Fresh Voices Competition (FVC), a long-running program of the SGPF that invites teen poets to submit their work for adjudication. The top five students will read from the mainstage before Acevedo's performance, and will have their work published by Grayson Books of West Hartford in a chapbook. The FVC celebrated 25 years in 2018. New in 2019, the Poetry in Action (PIA) pilot program will encourage teens to use poetry as a means of interpreting their world, and extend the benefits of the SGPF to urban and suburban communities around the state. Libraries with summer reading programs for teens will use Acevedo's book The Poet X as a common read. HSM has approached partner libraries in: Avon, Bloomfield, Farmington, Hartford, New Haven, Simsbury, Stamford and West Hartford, many of which already offer joint teen programs. These libraries are excited about the PIA program, however are still in the process of planning their 2019 summer activities. HSM has strong existing relationships with Bloomfield and Hartford libraries, and further inroads with urban audiences will be achieved by working with those in New Haven and Stamford. Letters of interest from several libraries are attached, and all components of the PIA program will be finalized by 12/1/18.

Members of HSM's PAC will develop discussion prompts inspired by The Poet X to assist skilled library staff in facilitating group activities. As teens explore the book's themes of self-discovery, bullying, poverty, respect and finding their voices, they will examine how these issues manifest in their own lives and communities. PIA will use poetry and reflection to inspire teens to engage in their community through meaningful endeavors. As part of the program, HSM and library staff will help participants to identify an activity that addresses issues encountered in the book, including: 1) forming a book club or hosting a poetry slam to help isolated students meet like-minded people; 2) volunteering at a women's shelter, or; 3) joining an anti-bullying project. Simultaneously, PIA will further the reach, increase the overall impact and lengthen the duration of the SGPF's programmatic offerings. PIA will also help to grow the FVC by acquainting more teens with poetry, the SGPF and HSM.

HSM will provide books, discussion prompts and guidance for community engagement, also offering two free ekphrastic poetry workshops for students who wish to learn how to interpret art and history through poetry. Since youth under the age of 18 already receive free admission to the SGPF, HSM will offer one free adult ticket to each PIA teen participant, encouraging parents or guardians to share the experience of live poetry with them. All student participants will be invited to a special reception with the author, Ms. Acevedo, prior to the mainstage readings. If funding is secured, HSM will provide transportation for students coming from Bloomfield, Hartford, New Haven and Stamford. With both urban and suburban libraries participating, the pilot will be vigorously evaluated to determine its success in both settings. If deemed effective, the model will be developed further to extend SGPF and PIA programming throughout the state in 2020.

HSM requests funding from CTH to support a portion of the poets' fees, which include their mainstage readings, Prelude participation and workshop leadership, along with some travel and production expenses detailed in the budget. The performing poets and the multiple public activities in which they participate are the centerpiece of the SGPF and the driver of all other ancillary programs. Production expenses such as sound, lighting and marketing are necessary to ensure every audience member can experience the meaningful verse and commentary presented. HSM is grateful

for past support of these critical expenses from CTH. Other sponsorships, grants and donations will cover a portion of these costs, however no single funder has been identified to completely underwrite any of these items. For the new PIA program, HSM requests funds to cover the expense of copies of The Poet X for participating libraries, along with funding for participant transportation from Bloomfield, Hartford, New Haven and Stamford libraries.

Project Description and Background (continued):

Use this text area if you need additional space to finish explaining your Project Description and Background (OPTIONAL)

Growing in scope and reach since its inception in 1992, the SGPF is a major regional cultural event making poetry accessible outside of academic and literary circles. Nationally-acclaimed poets serve as headliners, and many local poets are opening readers. Each year the SGPF presents a wide range of content and styles, reflecting racial, ethnic, age and gender diversity. HSM's strategic goal for the festival, confirmed through audience feedback, is to represent diverse voices, develop new partnerships and attract new audiences.

The Sunken Garden has a capacity of 1,200 people, and attendees bring chairs and blankets to claim a spot among the flower beds for a multi-sensory experience merging literature with nature. HSM's Kitchen Garden accomodates a 300-person tent during inclement weather. Inspired by the surroundings, many attendees are seen composing their own poetry and prose, often lingering after dusk to finish their writing and conversations. Festival-goers can bring a picnic, or meals can be purchased from local food truck vendors for al fresco dining.

To a great extent, audience feedback shapes the SGPF. Ticket holders and workshop participants complete surveys, prompting content and promotional adjustments to ensure public engagement with all programmatic offerings. Patrons often remark on the impact of the SGPF's themes in their lives. Recent topics have included ethnic, racial and LGBTQ experiences, as well as the challenges of living with physical and mental infirmities. Preludes are accessible to all festival attendees, revealing insight into the poets' thematic sources. Audiences experience true discourse during an extended question and answer period. Preludes have grown considerably in recent years. After standing room only crowds filled the Makeshift Theater in 2017, all Preludes were moved to the mainstage for 2018, almost doubling attendance to 782 patrons. Prelude discussions exemplify the humanities in action as scholars, experts and poets help audience members better understand the world around them through this thoughtful encounter with the poetic medium.

The SGPF has evolved into a highly successful series during the past twenty-six years and regularly meets or exceeds its goals for participation and engagement. Audience numbers vary from an average of 445 per reading in 2018 to more than 1,200 when poet Billy Collins appeared in 2017. In 2019, HSM will look for a 10% increase in average attendance to achieve a combination of 500 paid and complimentary ticket holders at each reading. Targeted growth and engagement with youth through PIA is a priority for 2019, with a goal of adding 75 – 100 teens to the YPD audience. HSM leadership refocused festival goals, program elements and funding strategies in 2014 to create a

sustainable model of excellence, and is confident that the current model is on track for continued success within projected resource constraints, warranting no major change in the basic format.

Project Goals, Outcomes, and Evaluation:

Please list your project's goals, outcomes, and evaluation techniques (maximum 5).

Project Goals: What do you hope this project will achieve? Goals may include impact on the audience, institution, community, etc.

Outcomes: What will you observe that will let you know you are successfully meeting your goals?

Evaluation Technique: How will you collect and interpret information to measure goal attainment? (For example: survey, observation, interviews etc.)

Each Project Goal should have a corresponding Outcome and Evaluation Technique.

Please present in the following format:

Project Goal 1 Outcome 1 Evaluation Technique 1

Project Goal 2 Outcome 2 Evaluation Technique 2

Etc

Goal 1: SGPF is recognized as an excellent series that brings the most thought-provoking and creative contemporary poets to Connecticut.

Outcome 1: 1) Audiences interact with acclaimed poets at the SGPF; 2) Deeper interaction with poets occurs during Preludes, writing workshops and book signings; 3) Notable local and emerging poets provide opening readings with contextual commentary.

Evaluation 1: 1) Poet credentials include significant achievement, recognized through awards and prizes; poets have performed on the local, national and/or international stage; 2) HSM staff and volunteers observe Prelude and workshop attendees for their reaction to the poets; 3) Audience surveys for readings, Preludes and workshops are completed; 4) Audience surveys reflect high quality performances and impactful content.

Goal 2: HSM's audience grows in size and diversity as SGPF attracts new and different visitors. Outcome 2: 1) The audience includes those using free tickets from Hartford Public Library, Bloomfield's Prosser Library, Windsor Art Center, LGBTQ groups, residential healthcare facilities and ethnic/cultural organizations; 2) at least 75 participants in PIA attend YPD, and at least 50 PIA free adult passes are used on that night.

Evaluation 2: 1) Labeled passes indicate the distribution source; 2) Audience observation indicates general age range; 3) PIA participants are counted at a reception with the poet on YPD; 4) Anecdotal information about ethnicity and disabilities is gathered by observation; 5) Total attendance is recorded through ticket sales and free passes and compared to attendance in previous years.

Goal 3: Provide opportunities for audience members to engage deeply in poetry by providing contextual discussions by poets.

Outcome 3: 1) Poetry readings include contextual commentary, helping the audience to better understand the artistic expression of humanities themes; 2) Preludes delve into the poet's work and approach to her/his/their craft. Audience participates in Q & A; 3) workshops offer deep interaction between poets and students who learn about the structure and meaning of poetry.

Evaluation 3: 1) Attendance and registrations are counted through ticketing; 2) Staff observes levels of interaction at each workshop and Prelude; 3) Participants complete workshop evaluations and exit surveys.

Goal 4: Raise visibility of the SGPF through a comprehensive publicity campaign. Outcome 4: 1) The SGPF gains widespread exposure through local, regional and national media, including print, radio, local access TV and social media; 2) Increase social media presence to reach a younger demographic and grow audiences.

Evaluation 4: 1) Tickets are purchased online, providing geographic data; 2) Exit surveys ask how and where audience members heard of the SGPF.

Goal 5: Successfully pilot Poetry in Action with 10 – 20 teens at each library.

Outcome 5: 1) Inspire community activities by youth who identified resonant themes in the book The Poet X; 2) engage teens in the SGPF at a special reception with the poet E. Acevedo; 3) expand the geographical impact of SGPF to shoreline communities and increase attendance by people from local towns; 4) increase attendance at YPD by 75-100.

Evaluation 5: 1) Written surveys to program participants, partners and community organization served; 2) Document completed public service projects; 3) Record attendance from PIA participants, showing an increase in overall attendance from participating library's towns.

Sample Evaluation Materials:

Please include an attachment containing your sample evaluation materials.

[See the appendix for this upload]

Humanities Content:

How do you expect the final project will help the audience understand and appreciate human history, culture, values, and beliefs?

What themes or issues did you convey in this project?

Festival attendees explore the literary genre of poetry with its rhythms, rhymes and imagery, experienced in an intimate and unparalleled natural setting. Poets are at ease in the Sunken Garden, willing to reveal the most personal meaning that each poem holds and allowing the audience to learn from these stories and perspectives.

This engaging, long-running public program has established a legacy of thoughtful discussion, reflection and empathy for others. Multiple aspects of the human experience are presented through the SGPF, including human history, culture, values and beliefs. The world views presented by performing poets in 2019 will provide fresh perspectives for the audience through a broad array of compelling themes.

Claudia Rankine's work examines what it's like for a person to be a "subject," and the ways people are defined by skin color and economics. A well-known scholar and activist, she will provide insight and perspective about racial dynamics in America.

Terrance Hayes uses poetry as a vehicle to consider themes of popular culture, race, music and masculinity. In particular, his work brings poetic voice to the experience of a black man who is a father, a son, a friend and a citizen.

During the Celebration of Indian Poetry, Culture and Music, two poets will examine differing themes through the lens of their Indian heritage. Aimee Nezhukumatathil's poems weave together the three cultures in her background: Filipino, Indian and American. Her recent work looks at the different stages of life and how people become more fully realized and compassionate as they age. Indo-Caribbean American author Rajiv Mohabir's work encompasses religious and mythological traditions, fusing influences from Muslim, Hindu and Christian religions.

Chris Abani was born to a Nigerian father and an English mother. His performance at Poetry of Our World will convey shocking life experiences, from imprisonment in Nigeria to exile in London and the United States. American-born poet Mai Der Vang will co-headline. Her book Afterland recounts the Hmong exodus from Laos and the fate of thousands of refugees seeking asylum, examining the human impact of harrowing events and focusing on the acts of flight, migration and settlement.

YPD headliner Elizabeth Acevedo worked in the Teach for America program with at-risk Latino eighth graders in Maryland. This experience planted the seed for her 2018 debut novel The Poet X, which she wrote in response to questions from her students, such as why "none of the characters in their required reading looked like them." Acevedo also looks at the experiences of first-generation Americans while exploring themes like self-discovery and identity, bullying, poverty, respect and finding a means of expression. She will resonate highly with the young readers, writers and poets who attend YPD. The Poet X is the focal point of HSM's new Poetry in Action teen program for 2019. With thoughtfully facilitated group discussion, this compelling coming of age book will inspire participating youth to take action in their communities through recommended projects which serve to engage and improve the lives of those who feel isolated, have been abused or bullied. These activities will help teens to better understand, empathize with and navigate a variety of societal issues which plague our modern world.

Project Audience:

What target audience did you identify for this project? Why did you choose this audience?

Historically, the SGPF's targeted audience has been a diverse cross-section of students and adults from CT and Western MA, with the highest concentration from Greater Hartford (64%).Culturally-thematic SGPF performances introduce the museum and its many resources to an audience that might not otherwise visit.Observational analysis indicates a vastly different audience for the SGPF, compared with other HSM programs such as house tours, garden programs and seasonal events.

Due to new and increased marketing efforts since 2015, HSM has witnessed demographic profiles broaden at the SGPF. HSM will continue the successful partnerships, developed in 2017, with Hartford Public Library, Bloomfield's Prosser Library and Windsor Art Center to encourage and enable underserved urban attendance through the distribution of 650 free tickets, with 38% redeemed at the gate.

In the past, SGPF's gender profile averaged 76% female to 24% male attendees. Observational analysis now indicates a more balanced ratio of 64% females to 36% males. HSM will continue to offer weekend performances in 2019 to attract patrons unable to travel to Farmington on weekdays. More parents with young children now attend as a family outing, and 8% of total attendees are age 18 and under. As evidenced by exit survey demographics and responses, millennial attendance has increased and constitutes between 5-11% of patrons, spurred by amenities such as upscale food trucks and wine sales in the garden. Non-white, young families and millennials are cohorts HSM desires to cultivate in order to broaden and grow its overall visitation and member base. Student attendance is traditionally high on YPD, and the SGPF will continue to offer free admission for those under age 18, as well as encourage attendance of people over age 65 through outreach to retirement communities.

Recent culturally-specific thematic performances featuring global poets spike non-white attendance upwards of 25-40% on some evenings, while only a 10-15% ratio of non-white attendees is observed for mainstream populist poets. Themed programming planned for 2019 aims to reach and inspire new and returning audiences. HSM will expand upon The Poetry of Our World by highlighting the immigrant experience in America and the ongoing national dialog through the works of co-headlining poets from Nigeria and Laos. Celebration of Indian Poetry and Culture will target the growing Indian and South Asian population in Greater Hartford and across CT, dovetailing this cohort's desire for educational and highly cultural opportunities and social activities, especially for families.

HSM prides itself on being a place for health and healing. The museum is committed to serving the population of people living with physical disabilities through accessible amenities such a web site with significant festival content that accommodates those with low vision, and a wheelchair accessible Sunken Garden. American Sign Language (ASL) interpretation is provided for Prelude and mainstage readings, however, due to the high cost of ASL service, funding beyond core programming needs is required to continue this offering in 2019.

As HSM's largest public program, the SGPF continues to provide the best opportunity to share outstanding, humanities-focused and mission-related cultural content through the art of poetry. Each year the museum strives to broaden and diversify the SGPF audience by offering compelling, inclusive and accessible programming for all.

Total # of Audience Members Anticipated for Entire Project (Total Project Attendance):

2500

Marketing and Publicity:

Describe your plans to promote the project, including specific media outlets (print, broadcast, social) and estimated coverage for each. How will you reach your target audience?

For Documentary Film submissions please additionally respond to the following in this section:

 Describe the outreach strategy, including plans for theatrical, festival, educational and/or community presentation, broadcast and/or distribution, web distribution, and for cultivating and engaging online audiences, as applicable.

The SGPF's 2019 marketing strategy will focus on increasing attendance from residents beyond Greater Hartford and Central CT, millennial and first-time attendees, and underserved communities, plus those identifying with the specific themes of each poetry event. To grow awareness and help the SGPF reach a broader demographic, a focus will be placed on the following partner relationships: 1) Hartford Public Library and other libraries serving diverse audiences; 2) Indian Association of Central Connecticut, Kerala Association of Connecticut, and African American Cultural Center at UCONN among other cultural and ethnic affinity groups; 3) Hartford Gay and Lesbian Health Collective and Parents and Friends of Lesbians and Gays (PFLAG), agencies serving the needs of the LGBTQ community; 4) New Horizons Village, serving people living with disabilities; and 5) corporate sponsors in metro areas. The CT shoreline, Litchfield and Fairfield counties, and western Massachusetts will be targeted through web, social media and radio promotion. Millennial and firsttime visitors will be reached through digital marketing to underrepresented towns.

Printed collateral materials will include: 1) rack cards distributed in and around CT; 2) 200 posters displayed in targeted regional locations; 3) 2,000 flyers inserted in local newspapers; and 4) 2,750 program booklets distributed to attendees at each SGPF event. Print media presence for the SGPF will include advertisements and feature articles in publications such as the Hartford Courant, Hartford Magazine, CTNow, CT Magazine, The Country and Abroad and Connecticut Explored, along with the weekly local publications The Valley Press and Valley Life.

Online advertising will include channels such as Facebook, WhoFish, Central Chambers of Commerce, and the-e-list, a CT shoreline-based web site and weekly cultural e-newsletter.

HSM's website has a strong SGPF presence. Messaging on the home page banner and weekly e-blasts to 9,000 constituents will further marketing efforts. HSM's consistent use of Facebook, Twitter and Instagram, plus online listings at CTVisit.com, CTNow.com, ExploreFarmington.com, WhoFish.org, CTArtTrail.org and LetsGOArts.org will aid in promotion at minimal expense.

Local TV personality and veteran SGPF emcee Sarah Cody from WTNH Ch-8 will return and assist with TV and social media promotion, including on-sight interviews with mainstage poets and HSM staff. Radio spots will be courtesy of SGPF underwriting for the Colin McEnroe Show on WNPR. Performances in 2019 by Claudia Rankine, along with the other diverse voices, are expected to attract coverage from WNPR in the form of poet interviews on locally produced programming.

Unpaid media coverage for 2019 will include outlets with culturally and regionally specific programming. College radio stations with multi-cultural programming such as the University of Hartford's WWUH, Trinity College's WRTC, University of Connecticut's WHUS, and Fairfield University's WVOF will be utilized.

Additional marketing efforts to increase attendance and visibility will include continued collaboration with the PAC's college and university professors to promote the SGPF to their students, peers and campus affiliates to attract a younger and more ethnically diverse audience base. HSM has also established partnerships with organizations like Theaterworks and Spectrum (LGBTQ) at University of Hartford for diverse cross-promotional opportunities.

Schedule:

Describe the major tasks to complete the project, specific dates for both the beginning and completion, and the team member(s) responsible for each. Include ONLY tasks during the requested grant period.

Please use the following format:

Start & End Date; Task; Team Member(s)
Start & End Date; Task; Team Member(s)
etc

Schedule for 2019 Sunken Garden Poetry Festival (SGPF) Performances:

1. Year Round; Secure financial support through corporate, foundation, individual giving; Ballek, Orred, Lappe

2. Year Round; Market and publicize; Ballek, Lappe, Poetry Advisory Committee (PAC)

3. Year Round; Schedule and conduct PAC meetings; Ballek, Bourbeau, Lappe, PAC

4. October 2018-April 2019; Select and contract poets and musicians; Ballek, Lappe, PAC

5. November 2018-March 2019; Plan and conduct winter poetry event to be held March 13, 2019;

Ballek, Bourbeau, Lappe, PAC, Perbeck

6. October 2018-March 2019; Identify and contract logistical support (lighting, audio/video, book and food vendors); Lappe

7. June 19, July 10, 21 & 31, August 11, 2019; Present SGPF Prelude and main stage performance; Ballek, Bourbeau, Miller, Lappe, Perbeck, headlining poets and Fresh Voices Competition (FVC) winners on

August 11

8. June 19, July 10, 21 & 31, August 11, 2019; Adult poetry and writing workshops with headlining poets; Bourbeau, Lappe, Perbeck, headlining poets

9. August 11, 2019; Student writing workshop with headlining poet; Bourbeau, Miller, Lappe, Perbeck, headlining poet

10. August 2018; Email and assess post-festival patron survey; Lappe

Schedule for 2019 Sunken Garden Poetry Prize for adults:

11. August – October 31, 2018; Announce and publicize competition and manage entries; Levine (Tupelo Press), Lappe

12. December 2018-March 2019; Judging, announcement of winner; Levine (Tupelo Press), Lappe 13. July 10, 2019; Winner reads at SGPF performance; Levine (Tupelo Press), Lappe

Schedule for 2019 Fresh Voices Competition for students:

14. November 2018-February 2019; Publicize competition in CT and New England region high schools; Bourbeau, Miller

15. January 2019 - March 2019; Receive and review submissions, select semi-finalists, administer and judge performance component of competition; Miller, PAC

16. April 2019; Announce and publicize winners; Miller

17. June 2019; Publish FVC chapbook; Connors

18. July 2019; Conduct mentoring workshops for finalists; Miller

19. August 11, 2019; FVC winners reads at SGPF; Miller, Lappe

Schedule for Student Poetry Education:

20. Year Round; Administer Student Poetry curriculum; Bourbeau, Miller

Poetry in Action, pilot program:

21. November 30, 2018; finalize agreements with library partners; Miller

22. December 2018 - March, 2019; finalize discussion guides; order paperback books when available; Miller

23. June 2019 - July 2019; Launch teen reading program (dates vary by town), conduct group reading/discussion sessions, community activities; Miller, library staff

25. August 11, 2019; teen participants meet with author at SGPF; Miller, Lappe

26. August 30, 2019; complete evaluation, data collection and analysis; Miller

27. September 15, 2019; share evaluation results and debrief library partners; Miller, library staff

Presenters, Consultants, and Project Team:

Please list your project's major participants including presenters, consultants, scholars, staff, etc.; indicate if they will be paid with CTH grant funding; and list their major project responsibilities.

Make sure you include ALL participants for whom you are requesting CTH funding in this section.

Please attach resumes or bios for all listed in the Project Team in the next question.

Please use the following format:

Team Member 1 Name Team Member 1 Title Team Member 1 Organization Paid with CTH grant funds Major Responsibilities

Team Member 1 Name Lisa Lappe Team Member 1 Title Manager, Sunken Garden Poetry Festival and Director of Marketing & PR Team Member 1 Org. Hill-Stead Museum Paid with CTH grant funds Major Responsibilities: Ms. Lappe is responsible for all festival production details, including execution of contracts with poets and vendors and coordination of performance day logistics with the director of operations, customer service, and human resource management. She acts as liaison to literary agents, the Poetry Advisory Committee, interns, staff, volunteers, performers, and customers. She is also responsible for all aspects of print, TV/radio, electronic and social media in promotion of Hill-Stead programmatic activities and public events. For the SGPF, she is responsible

for these activities along with media relations and is liaison to the museum's graphic designer and outside advertising representatives.

Team Member 2 NameMorrow JonesTeam Member 2 TitlePrelude Videographer and Film EditorTeam Member 2 Org.Morrow JonesPaid with CTH grant fundsVertice Content of Content of

Major Responsibilities: Mr. Jones is a retired independent school teacher of English, foreign languages, interdisciplinary humanities, and film. He holds an advanced degree in comparative literature and manages projects in photography, video, camera restoration, intellectual history, and computer animation. Mr. Jones films all Prelude conversations and photographs festival performances for future online dissemination and archiving.

Team Member 3 Name	David Budries
Team Member 3 Title	Sound Engineer
Team Member 3 Org.	Sound Situation
Paid with CTH grant funds	

Major Responsibilities: Mr. Budries is responsible for, and personally manages, all aspects of the festival sound system for Prelude interviews and mainstage readings.

Team Member 4 Name	Susan Ballek
Team Member 4 Title	Executive Director & CEO
Team Member 4 Org.	Hill-Stead Museum
Not paid with CTH grant funds	

Major Responsibilities: Ms. Ballek has ultimate responsibility for the successful presentation of the SGPF, overseeing direct reports who are specifically accountable for the festival's artistic content, marketing and promotion, associated operational logistics, educational components, and financial viability. She serves on the Poetry Advisory Committee and plays a key role as fundraiser for the festival, reaching out to corporate sponsors, foundations, and individual donors.

Team Member 5 Name	Melanie Bourbeau
Team Member 5 Title	Dir. of Interpretation & Programs
Team Member 5 Org.	Hill-Stead Museum

Not paid with CTH grant funds

Major Responsibilities: Ms. Bourbeau is also HSM's curator, and is responsible for maintaining and preserving the integrity of the historic link between the SGPF and the literary interests and activities of the museum's founding families. As Director of Interpretation & Programs, she supervises the SGPF Program Manager and works closely with the Director of Community Engagement. She also serves on the Poetry Advisory Committee.

Team Member 6 Name	Lauren Miller
Team Member 6 Title	Director of Community Engagement
Team Member 6 Org.	Hill-Stead Museum
Not paid with CTH grant funds	

Major Responsibilities: Ms. Miller oversees the SGPF student components and the pilot Poetry in Action program. She manages relationships with administrators, classroom teachers, museum educators, and HSM program staff to implement all poetry education components for student visitors in grades 3-12, solicits submissions and arranges logistics for the Fresh Voices poetry competition and Young Poets Day.

Team Member 7 Name	David Perbeck		
Team Member 7 Title	Director of Operations		
Team Member 7 Org. Hill-Stead Museum			
Not paid with CTH grant funds			

Major Responsibilities: Mr. Perbeck is responsible for all operational logistics and security aspects of festival production. He supervises buildings and grounds and security staff in setting up performance venues, directing traffic, and responding to vendor needs. He works to guarantee the safety of attendees and the preservation of museum grounds by monitoring traffic issues, weather alerts and coordinating fire watches with the Farmington Volunteer Fire Department.

Team Member 8 Name	Susan Orred
Team Member 8 Title	Director of Development
Team Member 8 Org.	Hill-Stead Museum
Not paid with CTH grant funds	

Major Responsibilities: Ms. Orred is responsible for all museum fundraising and membership activities. For the SGPF, she is responsible for securing corporate sponsorship and identifying and engaging sponsors with interest in the demographics and/or theme of specific performances.

Team Member 9 NameGinny ConnorsTeam Member 9 TitleFresh Voices Chapbook PublisherTeam Member 9 Org.Grayson BooksNot paid with CTH grant fundsGrayson BooksMajor Responsibilities:Ms. Connors owns and operates Grayson Books, an independent poetrypress based in West Hartford, Connecticut. She began donating publication of the Fresh VoicesCompetition chapbook in 2018.

Team Member 10 NameKate RushinTeam Member 10 TitlePoetry Advisory Committee MemberTeam Member 10 Org.Hill-Stead MuseumNot paid with CTH grant funds

Major Responsibilities: As a PAC member, Ms. Rushin provides artistic direction for the festival, is a prime advisor on multi-cultural affairs often serves as a moderator for Poetry Prelude conversations.

Team Member 11 Name Jeffrey Levine Team Member 11 Title Sponsor, Sunken Garden Poetry Prize Team Member 11 Org. **Tupelo Press** Not paid with CTH grant funds Major Responsibilities: As editor-in-chief and publisher of Tupelo Press, which sponsors the Sunken Garden Poetry Prize, Mr. Levine oversees the solicitation and review of poetry submitted to the competition, features the prize winner on the Tupelo Press website, and coordinates with the SGPF Program Manager to present the prize winner as the emerging poet at a festival performance. Team member 12 Name Tejal Vallam Past President Team Member 12 Title Team Member 12 Org. Indian Association of Central CT Not paid with CTH grant funds Major Responsibilities: Ms. Vallam is well connected within CT's Indian community and will make recommendations and assist HSM staff and PAC in securing Indian dancers, musicians and artists to enrich the poetry readings at the 2019 Celebration of Indian Poetry and Culture. She will also help ensure that promotion of the event reaches and attracts Indian constituents throughout Connecticut. Team Member 13 Name Claudia Rankine Team member 13 Title **Headlining Poet** Claudia Rankine Team Member 13 Org. Paid with CTH grant funds Major Responsibilities: Ms. Rankine will be the headliner for Opening Night on June 19. She will lead a 2 hour poetry workshop, participate in a Prelude conversation, read on the mainstage and interact one-on-one with audience members during the concluding book signing. Team Member 14 Name **Emily Skillings** Team Member 14 Title **Opening Poet** Team Member 14 Org. **Emily Skillings** Paid with CTH grant funds Major Responsibilities: Ms. Skillings frequently works with the headlining poet and will read prior to Claudia Rankine on Opening Night. Team Member 15 Name **Terrance Hayes Headlining Poet** Team member 15 Title Team Member 15 Org. **Terrance Hayes** Paid with CTH grant funds Major Responsibilities: Mr. Hayes will be the headliner on July 10. He will lead a 2 hour poetry workshop, participate in a Prelude conversation, read on the mainstage and interact one-on-one with audience members during the concluding book signing. Team Member 16 Name Rajiv Mohabir Team member 16 Title **Co-Headlining Poet** Team Member 16 Org. **Rajiv Mohabir**

Paid with CTH grant funds Major Responsibilities: Mr. Mohabir will be the co-headliner for Celebration of Indian Poetry and Culture on July 21. He will lead a 2 hour writing workshop, participate in a Prelude conversation with co-headliner, Aimee Nezhukumatathil, read on the mainstage and interact one-on-one with audience members during the concluding book signing.

Team member 17 Name	Aimee Nezhukumatathil
Team Member 17 Title	Co-Headlining Poet
Team Member 17 Org.	Aimee Nezhukumatathil
Paid with CTH grant funds	

Major Responsibilities: Aimee Nezhukumatathil will be the co-headliner for Celebration of Indian Poetry and Culture, on July 21. She will lead a 2 hour writing workshop, participate in a Prelude conversation with her co-headliner, Rajiv Mohabir, read on the mainstage and interact one-on-one with audience members during the concluding book signing.

Team Member 18 Name	Chris Abani
Team member 18 Title	Headlining Poet
Team Member 18 Org.	Chris Abani

Paid with CTH grant funds

Major Responsibilities: Mr. Abani will be the co-headliner for Poetry of Our World on July 31. He will lead a 2 hour writing workshop, participate in a Prelude conversation with his co-headliner, Mai der Vang, read on the mainstage and interact one-on-one with audience members during the concluding book signing.

Team Member 19 Name Team member 19 Title Team Member 19 Org. Paid with CTH grant funds

Mai der Vang Headlining Poet Mai der Vang

Major Responsibilities: Ms. Vang will be the co-headliner for Poetry of Our World on July 31. She will lead a 2 hour writing workshop, participate in a Prelude conversation with her co-headliner, Chris Abani, read on the mainstage and interact one-on-one with audience members during the concluding book signing.

Team Member 20 Name	Elizabeth Acevedo
Team member 20 Title	Headlining Poet
Team Member 20 Org.	Elizabeth Acevedo
Paid with CTH grant funds	

Major Responsibilities: Ms. Acevedo will be the headliner for CT Young Poets' Day on August 11. She will lead a 2 hour student poetry workshop, read on the mainstage and interact one-on-one with audience members during the concluding book signing. She will interact with Poetry in Action participants during a reception on August 11th.

Project Team Resumes and Bios:

Please attach a CV or resume of up to 3 pages for each person for whom CTH grant funding is being sought that demonstrates appropriate skills and/or scholarship to carry out their role in the project.

Short (one- or two-paragraph) bios of vital team members NOT paid through CTH funds may also be included.

Note: Only 1 attachment can be uploaded in this space. If you have multiple resumes to share, please combine into 1 document before uploading.

[NOTE: Sample Model Grants do not share this upload]

Collaborative Projects:

If the project is a collaborative effort, managed with other organizations, please include letters from those partners describing their respective roles in the project.

[See the appendix for this optional upload]

Budget: [See the appendix for this upload]

Budget Notes and Justification:

In addition to the programmatic and marketing objectives described elsewhere in this application, HSM requests funding to support sound, videography, graphic design, transportation and printing expenses necessary to present the 2019 SGPF with the addition of the PIA pilot program.

Professionally installed and monitored sound equipment is an essential component of the SGPF's production. Performances take place outdoors, and in order for attendees to fully experience the outstanding content delivered by the performers, skilled sound technicians and equipment which can accommodate the dynamic outdoor space are required. Proper lighting of both the mainstage and walkways within the Sunken Garden is also extremely important to guarantee the visual appeal of the live performance, as well as the safety of audience members. HSM relies on high quality digital recordings of all performances and Prelude conversations for archival purposes, as part of an integrated marketing plan, and as a means to provide broader access to the talent which the SGPF attracts. Proper video editing requires a substantial amount of time and skill, and raw, unedited video would not be suitable for any of these applications.

Professional graphic design and printing services are required to create a rack card, program booklet, poster, vinyl banner and signage to support proposed advertising and marketing efforts. The ability to present the SGPF as a visually rich experience, as well as share and distribute well executed recordings of the festival, further supports awareness and attendance of this unique, live poetry event.

Costs for bus transportation and multiple copies of The Poet X for participating libraries are included in support of the Poetry in Action pilot program, and a small portion of the management costs are also requested.

Ticket fees should generate approximately \$28,875. This amount is included in the Applicant Cash matching funds category.

Project Revenue Plan for External Cash Match

Please provide information about your plans to secure the required percentage of matching funds from external sources prior to the end of the requested grant period.

List of Expected Grants/Grantors:

Please provide information about your project's grants/ grantors to be used as external cash match.

Please use the following format:

Grant/Name of Grantor Requested Grant Amount Anticipated Award Date Confirmed Amount

NEA \$30,000 June 2019 Confirmed: \$0 HFPG - Garminy Fund \$5,000 May 1, 2019 Confirmed: \$0 Goldfarb Charitable Trust \$7,500 May 2019 Confirmed: \$0

Contingency Plan for Grants:

If you do not receive grants for which you have applied, how will you generate the required percentage of external cash match?

HSM will seek further sponsorship and individual support. If unsuccessful HSM will revise the SGPF budget, cutting PIA expenses, reducing poetry performances, related programming, digital recording, archiving and distribution of video.

Total Individual Donations:

*Please list the total amount of individual donations** *expected to be used as external cash match for your project.*

*Certification that individual donations are directed to a CTH-funded project is required at the end of the grant period.

\$0

In addition to the attachments required in previous sections, Implementation grants require certain, additional attachments based on project type.

1. Exhibitions and Site Interpretation

Exhibitions and site interpretation are the physical presentation of humanities content and are typically installed on a permanent or temporary basis at museums and other public sites.

Exhibitions and site interpretation grants require all of the following:

- A list or illustrations of key objects or images
- Sample text for introductory panel, main section panels, and object labels
- A rendering of the exhibition's floor plan and sample elevations
- A brief narrative "walk-through" of the exhibition or site that describes the visitor experience
- Specific examples of "take-away messages" or learning objectives and how you will convey them through the exhibition
- Admission and other fees

Exhibition Attachments Quick Check List

If you are requesting funding for an exhibition, have you included:

- □ List of objects/images
- □ Sample text copy
- □ Floor plan
- □ Sample elevations
- □ Narrative walk-through
- □ Take-away messages/learning objectives
- □ Admission and fees

2. Presentation Programs

Public presentations include lectures, performances, festivals, and guided discussions that engage audiences in interpreting and examining issues and themes.

Include a summary (maximum two pages) that provides a concise description of the proposed program, including:

- Title, theme(s), and format of public program(s)
- Dates and times of program(s)
- Location and audience capacity of the venue(s)
- Admission and other fees
- Name of speakers, educators, or presenters
- If presentation is part of a larger program, include a schedule of events for the date(s)

For film and theater presentations, also include up to two pages that include:

- A synopsis of the plot or story line
- Specific examples of "take-away messages" or learning objectives

3. Interpretive Digital Media Projects

Connecticut Humanities invites digital media projects including websites, creation & dissemination of audio and visual material, mobile applications, Geographic Information System applications, & data visualization projects.

Projects must be well grounded in scholarship and illuminate ideas and insights central to the humanities. Please provide these attachments for all digital projects:

- Statement of technologies to be used and justification for selection
- Justification for choosing any proprietary technologies over open-source options
- Description of standards (digitization, metadata, public accessibility, privacy) that will be employed
- Access or other fees for the public to use the site or app
- Explanation of how you will obtain permissions for intellectual property you do not own
- For website and mobile app projects: sample text, screen shots and site map or structural description for the website
- For other media projects: sample text & audio/visual components

4. Documentary Films

Documentary film grants strengthen the humanities content of documentary media productions and help propel projects to completion.

Projects must be:

- *in the production stage*
- have a work in-progress to submit
- actively involve at least two Humanities subject area experts to help advise on, frame, & contextualize subject matter throughout the production process
- have a previously completed work sample to submit.

Documentary film grants require:

- A brief treatment detailing the creative style, narrative structure, imagery or audio content, animation, & interactive elements, as applicable, of your project. (2 pp. max)
- Access to the work-in-progress sample for which you seek funding. (Suggested length: 10 minutes.)
- Access to a prior work sample in its entirety.
- Explanation of the prior work submitted & brief outline of role(s) your project team members played in its creation. Provide any necessary background information or context for the work-in-progress. (2 pp. max)

File Upload:

Please attach one (1) document containing all of the materials required as outlined above, based on the project type(s) for which you are requesting funding, to help us evaluate the quality and humanities content of your project.

Note: Only 1 attachment can be uploaded in this space. If you have multiple documents to share, please combine into 1 file before uploading.

[See the appendix for this upload]

Appendix

While Project Team Resumes and Bios are required for this application, this upload is not included with this sample model grant application.

This sample model grant includes the following documents:

- 1. Sample Evaluation Materials
- 2. Collaborative Projects
- 3. Budget
- 4. Required File Upload

HSM Survey Samples 2019 (Administered via Survey Monkey)

Survey #1: Sunken Garden Poetry Festival Exit Survey

1. Please tell us about your experience at the Festival. What would you like us to know?

2. Please tell us if you agree with the following statements:

	Disagree	Somewhat Disagree	Somewhat agree	Agree
This reading helped me better understand the value of poetry as a means of expression.	0	0	0	0
This reading helped me understand other people and cultures.	0	0	Ø	0
This reading helped me understand social issues.	0	Q	Ó	Q
This reading inspired me to write my own poetry.	0	0	0	0
This reading inspired me to read more poetry.	0	0	0	0

3. How did tonight's event affect you personally? What did you take away from the event?



4. Was this your first time attending the Poetry Festival?

- O Yes
- O No

5. Are you a Hill-Stead Museum Member?

- Yes
- O No

6. How did you hear about the Sunken Garden Poetry Festival?

7. Was the accessibility satisfactory?

- o Yes
- o No
- o Other (please specify)

8. What other Hill-S tead Museum programs have you previously attended?

- o Valentine's Day Events
- o Live Poets Society Readings
- o May Market
- o Writing Workshops
- Decorative Arts Study Group (DASG) Events
- o Impressionists Council Events
- o Ballet Ball or Pink Party
- o House Tour
- o Other (please specify)

- o Holiday Boutique
- o Theatrical Holiday Tours
- o I make regular use of the museum's grounds
- o Trails Day or Estate Tour
- o Children's programming or field trips
- o Discovery Days

9. What is your age range?

- o Under 30
- o 30-45
- o 45-60
- o 60+

10. If you attended the 5:00 Prelude Interview, please chose all that apply to your

experience.

- o I found this event to be very satisfactory.
- This was my first Prelude Event.
- I p[an to attend future Preludes .
- o I found this event to be unsatisfactory.

Other comments about the Prelude:

Survey #2: Sunken Garden Poetry Festival Poetry Workshop Evaluation

Tracy K. Smith Writing W	orkshop Survey			
PAGE TITLE				
1. This workshop w	will benefit my writ	ting.		
Not Very Useful				Extremely Useful
${}$	\mathfrak{A}	$\overrightarrow{\mathbf{x}}$		$\overrightarrow{\mathbf{x}}$
2. This workshop w	vill allow me to me	ore fully experienc	e the Sunken Ga	rden Poetry
Festival.				
Not Very Useful				Extremely Useful
\$		${\sim}$		${\leftarrow}$
3. Rate the acader	mic quality of this	workshop.		
Not Very Useful				Extremely Useful
\$	${\sim}$	${\leftarrow}$		${\leftarrow}$
4. Rate the artisti	c merit of this wor	kshop.		
Not Very Useful				Extremely Useful
\$	\$	\$	\$	\$
5 Why did you e	nroll in this works	hop?		
An opportunity to engage with		inely.		
To hone my craft as a poet				
Desire to learn how to write p	ooetry			
To participate in a communal	experience			
Other (please specify)				
6. How did you h	ear about this wo	kshop?		

7. (This is the most important part) Please share any additional thoughts or suggestions with us:

Survey #3: PIA Student Survey

- 1. Did you read much poetry before you joined this group?
- C Yes
- C No
- 2. Did you ever write poetry before joining this group?
- C Yes
- C No
- 3. Do you know more about poetry now than you did at the beginning of the summer?
- C Yes
- C No

Please summarize what you learned.

	*
	▼

- 4. Did the discussion group help you understand The Poet X?
- C Yes
- C No
- 5. Can you relate to anything in Xiomara's life?
- C Yes
- C No

What could you relate to?

	-
-	
	7

- 6. Did your discussion help you see that you can make change in your own community?
- C Yes
- C No

If "yes" please tell us what you can help change.

	_
<u> </u>	

7. How will you help make positive change in your community?

Survey #4: PIA Library Partner Survey

1. Did Poetry In Action affe	ect your teen reading pro	ogram's participation compar	ed to last year?
Yes, a lot more teens participated.	Yes, a few more participated.	Participation remained unchanged.	Fewer students participated.
Yes, a lot more teens participated.	Yes, a few more participated.	C Participation remained unchanged.	C Fewer students participated.

2. Do you think the promise of an author event entice more students to participate?

0	Yes

- C No
- C It's hard to tell.
- 3. Did the size of your group change during the summer?
- C Yes
- C No

Please say how the group number changed.

	- -	
	- <u>-</u>	
•	E .	

- 4. Did HSM provide adequate discussion prompts?
- C Yes
- C No

5. How could have the discussion guide been improved?

•	Þ

6. What additional resources would have been beneficial to your group?

	$\overline{}$
•	Þ

7. Would you be interested in participating in a similar program in the future?

-
-

8. Did your teens find community activities inspired by the book and discussion?

- C Yes
- C No
- ^C Community Project Description

		4
		-
4		

- 9. Was the community engagement activity valuable to your teens?
- C Yes
- C No
- C Comments

October 31, 2018

Lauren Miller

Director of Community Engagement Hill-Stead Museum 35 Mountain Road Farmington, CT 06032

Dear Lauren,

Thank you for the opportunity to collaborate with the Hill-Stead Museum's program, *Poetry in Action.*

The Ferguson Library is extremely enthused with the partnership and program plan. The selection, <u>Poet X</u> by Elizabeth Acevedo will deeply resonate with youth of our community.

The Ferguson Library will support Hill-Stead Museum's program via our own programmatic efforts. This will include book discussions of the Poet X, slam poetry events, and informational sessions on local volunteer opportunities.

Stamford is particularly poised to partner with the museum on this initiative because of the great diversity of our residents and the library's successful efforts in delivering seminal poetry events. As the third largest city in the state and home to a dominant minority population, Stamford's youth will benefit and be inspired from the museum's rich resources and Elizabeth Acevedo's words.

We believe that we can garner a strong audience for *Poetry in Action* and will utilize all aspects of our print and social media to promote and publicize the partnership and program. The Ferguson Library has built a large network of community partners who will publicize the events, engage and enlist students as well.

I look forward to working and developing this partnership and programs associated with *Poetry in Action.*

Thanking you.

Sincerely.

Elizabeth Joseph / / Coordinator, Information & Adult Services Ferguson Library/ 1 Public Library Plaza Stamford, CT 06904



PROSSER PUBLIC LIBRARY

P. Faith McMahon Wintonbury Library

October 31, 2018

Lauren Miller, Director of Community Engagement Hill-Stead Museum 35 Mountain Road Farmington, CT 06032

Dear Lauren,

The Prosser Public Library is very interested in a potential partnership with the Hill-Stead Museum to encourage more youth to participate in the Young Poets Day. The Library has a well-loved ongoing series of poetry at our branch. The Wintonbury Poetry Series and Open Mic is held at the McMahon Wintonbury Library on the third Thursday of the month, October – April, at 7:00 PM. Poetry writing workshops are offered in May.

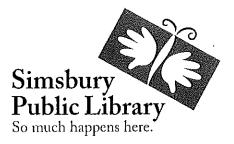
In addition, Don White a singer/storyteller recently appeared at Bloomfield High School. He shared information about his open mic series for troubled youth in Lynn, MA with the Bloomfield faculty. As a result of this visit, there may be a group trying to start a similar open mic program here in Bloomfield.

Your program would reinforce the established interest in poetry in Bloomfield and help to reach a new younger audience. We look forward to a future collaboration with Hill-Stead.

Sincerely,

Roberta La Monaca

Roberta La Monaca, Library Director Prosser Public Library One Tunxis Avenue Bloomfield. CT 06002



October 31, 2018

To Whom It May Concern:

-¢,

The Simsbury Public Library is interested in partnering with the Hill-Stead Museum and its Sunken Garden Poetry Festival this summer. We look forward to offering poetry based programming for our Teens, as well as connecting them to others in the poetry community.

The library will purchase additional copies of Elizabeth Acevedo's novel, *The Poet X*, hold engaging discussions about the themes addressed in the book, as well as host poetry workshops for teens to learn how to express themselves.

We look forward to working with the Hill-Stead Museum and other libraries on this inspiring and collaborative program.

Sincerely,

Sara Ray

Teen Services Librarian Simsbury Public Library

11/1/18

Hello,

My name is Marisa Hicking, and I am the Teen Librarian at the Avon Free Public Library. The town of Avon is an upper class suburban community, with a population of 18, 283, nestled about 20 minutes west of Hartford, the capitol city. This serves as my letter of commitment for the Poetry in Action program, coordinated by Lauren Miller at Hillstead Museum, who reached out to myself and other teen librarians of the Farmington Valley of Connecticut for support of this project.

I have listened to Amanda Acevedo's book, *The Poet X*; I was moved by the raw honesty of her voice and the masterful reading of her book. Her writing is a great fit for my avid teen readers who regularly participate in monthly book discussions; many of these teens are aspirational writers and are quite talented, and they will be excited to broaden their reading and writing experience by participating in the Hillstead Poetry Festival Youth Night Collaboration.

The Avon Library is within walking distance of BOTH the Avon Middle School and Avon High School; each afternoon we have 50-70 students using our 2600' teen room. We have a positive and inviting environment at our library for teens, and strong support from TAB, our teen advisory board. We are THE destination in town during the summer; we had 262 teen summer reading participants who logged over 3,000 books read during the summer months.

I am excited to plan and run poetry focused programming for the teens of Avon as part of the Poetry in Action program, in addition to collaborating with my colleagues at surrounding libraries and the Hillstead Museum.

Sincerely,

Sincerely,

Marisa Hicking

Teen Librarian Avon Free Public Library 281 Country Club Road Avon, CT 06001



November 1, 2018

Kari G. Karp Teen Services Librarian Noah Webster Library 20 South Main Street West Hartford, CT 06107

Dear Ms. Miller,

The West Hartford Libraries are excited to partner with the Hill-Stead Museum, Avon Free Public Library, Farmington Libraries, and Simsbury Public Library on the Poetry in Action project.

We understand that our commitment will involve a series of events in spring and summer 2019 culminating in the Young Poets Night of the Sunken Garden Poetry Festival in August. Participating libraries will purchase multiple copies of <u>The Poet X</u> by reception speaker Elizabeth Acevedo to be used in library book discussions. They will also plan poetry programming to promote the festival, help moderate at Young Poets Night, and promote the Sunken Garden Poetry festival to their patrons.

The West Hartford Libraries have a long tradition of celebrating poetry. The Teen Department holds an annual poetry competition for students in grades 6-12. Winning poets have their work posted for a year in the Noah Webster Library teen room and on the library website. Our Faxon Poets club meet monthly to share their work and discuss poetry generally. In addition, the library recently hosted a series of West Hartford Reads! events leading up to an evening with former U.S. Poet Laureate Billy Collins. These included discussions from former West Hartford poets laureate, poetry workshops, two presentations on Wallace Stevens, and a poetry challenge with current West Hartford poet laureate, Julie Choffel, who created a collage poem using unique words submitted by the public. Poetry has been and continues to be a popular art form in our community.

We look forward to collaborating with the Hill-Stead Museum and the other grant partners on Poetry in Action and to engaging local teens in the youth portion of the Sunken Garden Poetry Festival.

Sincerely, Kall JJ.Kal

Kari G. Karp Teen Services Librarian

⁵ alaries & Wages requested in CTHF Funds may not exceed 25% of the total grant request. lee & Wages, but it can be used as Matching Funds (Applicant Cash Contributions). Used as Applicant Cash Contributions il must match the total of each source of funds. X indicates a problem. Item Detail Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate Rate	I-00319 Hill-Scod Mueun Revied Bugg 6C FARN 2/1/19	of Funds)	s Total	\$3,750	\$5,250	\$7,000	\$10,000	\$3,750	\$4,200	\$3,750	00 \$5,000	0\$	\$0	\$0	0\$	\$0	\$0	\$0	00 \$42,700
ES & WAGES: Total amount of Salaries & Wages requested in CTHF Funds may not exceed 25% of the total grant request. blick Grants cannot fund Salaries & Wages, but it can be used as Matching Funds (Applicant Cash Contributions). TE: The total of each item detail must match the total of carth buttons item detail must match the total of carth with Name/Position Rate System Syste	H-00 H:1-5 Reviel 1	nds (Source	In-Kind Contribution								\$5,000.(\$5,000
ES & WAGES: Total amount of Salaries & Wages requested in CTHF Funds may not exceed 25% of the total grulek Grants cannot fund Salaries & Wages, but it can be used as Matching Funds (Applicant Cash Contributions: The total of each item dates a prolicant Cash Contributions. The total of each item dates a prolicant Cash Contributions. The total of each item dates a problem. The total of each item dates is wages used as Applicant Cash Contributions. The total of each item dates is wages used as Applicant Cash Contributions. The total of each item dates is wages used as Applicant Cash Contributions. The total of each item dates is wages used as a maintent the total of each source of funds. The total of each item dates is the set of the total of each source of funds. In Bourbeauv Dir Interpret Aroog is 5,200.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$500.00 \$50	ant request. s).	and Matching Fu	Applicant Cash Contributions	\$3,750.00	\$5,250.00	\$7,000.00	\$9,500.00	\$3,750.00	\$4,200.00	\$3,750.00									\$37,200
ES & WAGES: Total amount of Salaries & Wages requested in CTHF Funds may not exceed 25% but it can be used as Matching Funds (Applicant Cas is no cap on Salaries & Wages used as Applicant Cash Contributions. TE: The total of each item detail must match the total of each source of funds. X indicates a probatility between the total of each source of funds. X indicates a probatility between the bit of each source of funds. X indicates a probatility between the bit of each source of funds. X indicates a probatility between the bit of each source of funds. X indicates a probatility between the bit of each source of funds. X indicates a probatility between the bit of each source of funds. X indicates a probatility between the bit of each source of solo solo solo solo solo solo tappe/Public Relations Manager S, 2,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000 \$,000	of the total gr h Contributions lem.	unds Requested	External Cash Contributions																\$0
ES & WAGES: Total amount of Salaries & Wages requested in CTHF Funds may n buick Grants cannot fund Salaries & Wages, but it can be used as Matching Funds s no cap on Salaries & Wages used as Applicant Cash Contributions. E: The total of each item detail must match the total of each source of funds. X i Item Detail Name/Position Rate # Total Name/Position Rate # Total n Ballek/Executive Director \$5,250 en Miller/Dir Community Engagement \$5,000 Lappe/Public Relations Manager \$5,250 ereck/Director \$5,50 ereck/Director \$5,50 ereck/	ot exceed 25% (Applicant Casl ndicates a prob	CTHF F	CTHF Funds				\$500.00												\$500
ES & WAGES: Total amount of Salaries & Wages requested in CTP Duick Grants cannot fund Salaries & Wages, but it can be used as s no cap on Salaries & Wages used as Applicant Cash Contribution E: The total of each item detail must match the total of each soun If tem Detail Name/Position Rate # n Ballek/Executive Director in Miller/Dir Community Engagement Lappe/Public Relations Manager E Perbeck/Director of Operations irrty, Parking, Operations staff (5) irrty, Parking, Operations staff (5)	IF Funds may n Matching Funds s. ce of funds. X i		Total	\$3,750	\$5,250	\$7,000	\$10,000	\$3,750	\$4,200	\$3,750	\$5,000	\$	\$0	\$0	\$0	\$0	\$0	\$0	\$42,700
ES & WAGES: Total amount of Salaries & Wages reque Value de cannot fund Salaries & Wages, but it can b s no cap on Salaries & Wages used as Applicant Cash C Es the total of each item detail must match the total o The total of each item detail must match the total o The total of each item detail must match the total o The total of each item detail must match the total o The total of each item detail must match the total o The total of each item detail must match the total o The total of each item detail must match the total o The total of each item detail must match the total o The total of each item detail must match the total o The total of each item detail must match the total o The total of each item detail must match the total o The total of each item detail must match the total o The total of each item detail must match the total o The total of each item detail must match the total o The total of each item detail must match the total o The total of each item detail must match the total o The total of each item detail must match the total o The total of each item detail must match the total o The total of each item detail must match the total o The total of each item detail must match the total o The total of each item detail must match the total o The total of each item detail must match the total o The total of each item detail must match the total o The total of each item detail must match the total o The total of each item detail must match the total o The total of each item detail must match the total of each item detail must match	sted in CTF ie used as l ontribution f each sour		#																Total
ES & WAGES: Total amount of Salaries & Quick Grants cannot fund Salaries & Wage s no cap on Salaries & Wages used as Ap E: The total of each item detail must ma Item Detail Name/Position Item Detail Item Detail	t Wages reque es, but it can b plicant Cash C tch the total o		Rate									_							
	RIES & WAGES: Total amount of Salaries & : Quick Grants cannot fund Salaries & Wage e is no cap on Salaries & Wages used as App OTE: The total of each item detail must mat	Item Detail	Name/Position	1 Susan Ballek/Executive Director	2 Meianie Bourbeau/ Dir Interpr & Prog	3 Lauren Miller/Dir Community Engagement	4 Lisa Lappe/SGPF Manager	5 Lisa Lappe/Public Relations Manager	6 Dave Perbeck/Director of Operations	7 Security, Parking, Operations staff (5)	8 Poetry Interns								

HONORARIA & CONSULTING NOTE: The total of each item detail must match the total of each source of funds. X indicates a problem.

	Item Detail				CTHEF	unds Requested	and Matching Fu	CTHF Funds Requested and Matching Funds (Source of Funds)	unds)
						External	Applicant Cash	In-Kind	
	Name/Position	Rate	#	Total	CTHF Funds	Contributions	Contributions	Contributions	Total
	1 Claudia Rankine	\$8,000.00		\$8,000	\$2,000.00	\$6,000.00			\$8,000
	2 Terrance Hayes	\$4,500.00	1	\$4,500	\$1,500.00	\$3,000.00			\$4,500
["	3 Rajiv Mohabir	\$2,000.00		\$2,000	\$1,000.00	\$1,000.00			\$2,000
	4 Aimee Nezhukumatathil	\$3,000.00	Ţ	\$3,000	\$1,000.00	\$2,000.00			\$3,000
[¹)	5 Mai Der Vang	\$2,000.00	7	\$2,000	\$1,000.00	\$1,000.00			\$2,000
Ľ	6 Chris Abani	\$4,000.00	1	\$4,000	\$1,000.00	\$3,000.00			\$4,000
<u> </u>	7 Elizabeth Acevedo	\$4,000.00	1	\$4,000		\$4,000.00			\$4,000
	8 ASL Interpreters	\$500.00	5	\$2,500		\$2,500.00			\$2,500
1 "	9 Kate Rushin	\$150.00	2	\$300				\$300.00	\$300
۲ ۲	10 Leslie McGrath	\$150.00	-1	\$150				\$150.00	\$150
E	11 Ben Grossman	\$150.00	1	\$150				\$150.00	\$150
[¦]	12 Ciaran Berry	\$150.00	1	\$150				\$150.00	\$150
1	13 Parking Assistance (non staff)	\$200.00	5	\$1,000			\$1,000.00		\$1,000
<u> </u>	14 Musical Groups	\$900.00	5	\$4,500		\$4,500.00			\$4,500
15				0\$					\$0
			Total	\$36,250	\$7,500	\$27,000	\$1,000	\$750	\$36,250

TECHNICAL DESIGN SERVICES NOTE: The total of each item detail must match the total of each source of funds. X indicates a problem.

Item Detail][CTHF F	unds Requested	and Matching Fu	CTHF Funds Requested and Matching Funds (Source of Funds)	unds)
					External Cash	Applicant Cash	In⊷Kind	
Name/Position	Rate	#	Total	CTHF Funds	Contributions	Contributions	Contributions	Total
1 Sound production/archiving	\$2,650.00	5	\$13,250	\$4,500.00	\$2,650.00	\$6,100.00		\$13,250
2 Video production/archiving	\$1,000.00	5	\$5,000		\$5,000.00			\$5,000
3 Graphic Design	\$1,000.00	Ţ	\$1,000		\$200.00	\$800.00		\$1,000
4			0\$					\$0
5			\$0					\$0
6			\$0					\$0
7			0\$					\$0
8			\$0					\$0
6			\$0					\$0
10			\$0					0\$
		Total	\$19,250	\$4,500	\$7,850	\$6,900	\$0	\$19,250

TRAVEL: CTH may cover mileage up to .545 per mile. Enter rate and number of miles below.

Total travel expenses may not exceed 20% of total grant request. NOTE: The total of each item detail must match the total of each source of funds. X indicates a problem.

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Item Detail			CTHF F	unds Requested	and Matching Fu	CTHF Funds Requested and Matching Funds (Source of Funds)	-unds)
				External Cash	Applicant Cash	In-Kind	
Name/Position Rate	#	Total	CTHF Funds	Contributions	Contributions	Contributions	Total
1 Poet mileage/airfare average cost \$800.00	5	\$4,000		\$4,000.00			\$4,000
2 Poetry in Action bus Hartford \$370.00	1	\$370	\$370.00				\$370
3 Poetry in Action bus Bloomfield \$380.00	1	\$380	\$380.00				\$380
4 Poet lodging \$175.00	7	\$1,225				\$1,225.00	\$1,225
5		\$0					\$0
9		\$0					\$0
7		\$0					\$0
8		\$0					\$0
6		\$0	:				\$0
10		\$0					\$0
11		\$0					\$0
12		\$0					\$0
13		\$0					\$0
14		\$0					\$0
15		\$0					\$0
	Total	\$5,975	\$750	\$4,000	\$0	\$1,225	\$5,975

PRINTING, COPYING & SUPPLIES: Total photocopying or printing expenses may not exceed 40% of total grant request

	Item Detail				CTHEF	unds Requested	and Matching Fu	CTHF Funds Requested and Matching Funds (Source of Funds)	unds)
						External Cash	Applicant Cash	In-Kind	
	Description	Rate	#	Total	CTHF Funds	Contributions	Contributions	Contributions	Total
÷	Program Booklet	\$1.00	2700	\$2,700	\$2,150.00	\$550.00			\$2,700
2	Posters	\$0.75	200	\$150			\$150.00		\$150
m	Rack cards	\$0.30	2500	\$750			\$750.00		\$750
4	4 Signs	\$25.00	4	\$100			\$100.00		\$100
L D	5 Misc. Supplies - SGPF	\$25.00	5	\$125			\$125.00		\$125
٩	6 Misc. Supplies - Fresh Voices	\$25.00	1	\$25			\$25.00		\$25
2	7 Misc. Supplies - Poetry in Action	\$25.00	4	\$100			\$100.00		\$100
ß	8 Books - Poetry in Action	\$8.00	50	\$400	\$400.00				\$400
σ				\$0					\$0
10				\$0					\$0
11				\$0					\$0
12				\$0					\$0
13				\$0					\$0
14				\$0					\$0
15				\$0					\$0
16				\$0					\$0
17				\$0					\$0
18				\$0					\$0
19				\$0					\$0
20				\$0					\$0
			Total	\$4,350	\$2,550	\$550	\$1,250	\$0	\$4,350

NOTE: The total of each item detail must match the total of each source of funds. X indicates a problem.

EQUIPMENT AND ROOM RENTAL OR PURCHASE: Total Equipment expenses may not exceed 40% of total grant request.

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Item Detail	1			CTHF F	unds Requested	and Matching Fu	CTHF Funds Requested and Matching Funds (Source of Funds)	unds)
Description	et c et c et c	#	Total	CTHF Funds	External Cash Contributions	Applicant Cash Contributions	In~Kind Contributions	Total
1 Porta Potties	\$300.00	- N	\$1,500		\$300.00			\$1,500
2 Tent set up and fire watch	\$1,500.00	П	\$1,500			\$1,500.00		\$1,500
3			0\$					\$0
4			0\$					\$0
5			0\$					\$0
6			\$0					\$0
7			0\$					\$0
8			\$0					\$0
6			\$0					\$0
10			0\$					0\$
		Total	\$3,000	\$0	\$300	\$2,700	\$0	\$3,000

NOTE: The total of each item detail must match the total of each source of funds. X indicates a problem.

PROMOTION

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Item Detail			CTHF F	unds Requested	and Matching Fu	CTHF Funds Requested and Matching Funds (Source of Funds)	nnds)
				External Cash	Applicant Cash	In-Kind	
Description	#	Total	CTHF Funds	Contributions	Contributions	Contributions	Total
1 Advertising - print media, web \$3,500.00	1 00.	\$3,500	\$200.00		\$3,300.00		\$3,500
2 Advertising - Public Radio Ads \$\$6,000.00	1 00.	\$6,000	\$4,000.00	\$2,000.00			\$6,000
3 Advertising - Poetry Competition \$600.00	1 00	\$600		\$300.00		\$300.00	\$600
4 Postage - mail posters, cards, etc. \$150.00	T 00.	\$150			\$150.00		\$150
5		\$0					\$0
6		0\$					\$0
2		0\$					\$0
8		\$0					\$0
6		\$0					\$0
10		\$0					\$0
	Total	\$10,250	\$4,200	\$2,300	\$3,450	\$300	\$10,250

EVALUATION NOTE: The total of each item detail must match the total of each source of funds. X indicates a problem.

⁼unds)	Total	\$0	\$0	\$0	\$0	\$0	\$0
inds (Source of F	In-Kind Contributions						\$0
CTHF Funds Requested and Matching Funds (Source of Funds)	ExternalApplicantCashCashContributionsContributions						0\$
⁻ unds Requested	External Cash Contributions						0\$
CTHF FL	CTHF Funds						0\$
						0	
	Total	\$0	0\$	0\$	\$0	\$0	0\$
	#						Total
	Rate						
Item Detail	Description						
		H H	2	m	4	2	
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BUDGET SUMMARY: Values fill automatically from the detail pages.

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		Sour	Source of Funds Summary	ary	
Budget Summary	CTH Funds	External Cash Contributions	Applicant Cash Contributions	In-Kind Contributions	Total
Salaries & Wages	\$500.00	\$0.00	\$37,200.00	\$5,000.00	\$42,700
Honoraria	\$7,500.00	\$27,000.00	\$1,000.00	\$750.00	\$36,250
Technical Design Services	\$4,500.00	\$7,850.00	\$6,900.00	\$0.00	\$19,250
Travel	\$750.00	\$4,000.00	\$0.00	\$1,225.00	\$5,975
Printing, Copying and Supplies	\$2,550.00	\$550.00	\$1,250.00	\$0.00	\$4,350
Equipment and Room Rental or Purchase	\$0.00	\$300.00	\$2,700.00	\$0.00	\$3,000
Promotion	\$4,200.00	\$2,300.00	\$3,450.00	\$300.00	\$10,250
Evaluation	\$0.00	\$0.00	\$0.00	\$0.00	\$0
Total	al \$20,000	\$42,000	\$52,500	\$7,275	\$121,775

THE SUNKEN GARDEN POETRY FESTIVAL - 27TH SEASON

Hill-Stead Museum's renowned Sunken Garden Poetry Festival is a unique outdoor arts event that takes place on the grounds of this National Historic Landmark in the heart of Farmington. The community cherishes this five-event series of readings and music performances in the tranquil and historic Sunken Garden. Visitors can arrive early to tour the museum's world-class Impressionist art collection, walk the trails, or attend the Prelude Interviews with headlining poets. Admission is \$15 in advance; \$20 at the gate; FREE for children under 18; and FREE for partnership patrons. Parking is FREE.

Poetry patrons also use the festival as an opportunity to relax and enjoy al-fresco food, drink, and like-minded company. Picnics are welcome and gourmet food and wine can be purchased from festival vendors. Guests bring their own chairs and blankets and claim a spot among the flower beds in the historic Sunken Garden, surrounded by 8-foot stone walls and the sounds of nature. Inspired by the surroundings, many attendees take the opportunity to write their own poetry and prose, lingering after dusk to finish their poems and conversations.

At full capacity, the Sunken Garden holds over 1,000 people comfortably, with an additional 100-200 seated above the garden. The venue is designed to be weather-proof, with a tented location that accommodates 300 people and room for an additional 100 inside the adjacent Makeshift Theater.

June 19 – Opening Night:	July 10 – Terrance Hayes	July 21 – Celebration of	July 31 – Poetry of Our World:	August 11 – Young Poets Day:
Claudia Rankine	12pm Poetry Writing Workshop	Indian Poetry and Culture:	Chris Abani and Mai Der Vang	Elizabeth Acevedo
TBD Poetry Writing Workshop	5:00 Prelude Interview	Rajiv Mohabir and Aimee	12pm Poetry Writing Workshop	2:00 Student Writing Workshop
5:00 Prelude Interview	6:00 Sunken Garden Poetry Prize	Nezhukumatathil	5:00 Prelude Interview	4:00 Teen reception with
6:00 Emily Skillings opens	Winner opens	2:00 Writing Workshop	6:00 Mai Der Vang	Elizabeth Acevedo
6:30 Live music	6:30 Live Music	5:00 Prelude Interview	6:30 Global Music	5:00 Prelude Interview
7:00 Claudia Rankine	7:15 Terrance Hayes	6:00 Rajiv Mohabir	7:15 Chris Abani	6:00 Fresh Voices Student
8:00 Book Signing	8:00 Book Signing	6:30 Indian Music	8:00 Book Signing	Poetry Contest Winners Perform
		7:00 Aimee		7:00 Elizabeth Acevedo
		Nezhukumatathil		8:00 Book Signing
		8:00 Book Signing		

2019 LINEUP AND SCHEDULE OF EVENTS

June 19 – Opening Night: Claudia Rankine



Claudia Rankine is the author of five collections of poetry, including *Citizen: An American Lyric* and *Don't Let Me Be Lonely*; two plays including *Provenance of Beauty: A South Bronx Travelogue*; numerous video collaborations, and is the editor of several anthologies including *The Racial Imaginary: Writers on Race in the Life of the Mind*. Rankine has won numerous awards for *Citizen,* including the National Book Critics Circle Award for Poetry and was also nominated in the criticism category, making it the first book in the award's history to be a double nominee. *Citizen* also holds the distinction of being the only poetry book to be a New York Times bestseller in the nonfiction category. Among her numerous awards and honors, Rankine is the recipient of the Bobbitt

National Prize for Poetry, Poets & Writers' Jackson Poetry Prize and fellowships from the Guggenheim Foundation, the Lannan Foundation, the MacArthur Foundation, United States Artists, and the National Endowment of the Arts. She is a Chancellor of the Academy of American Poets and teaches at Yale University as the Frederick Iseman Professor of Poetry.

July 10 – Terrance Hayes



Terrance Hayes is the author of *American Sonnets for My Past and Future Assassins*, a finalist for the 2018 National Book Award in Poetry; *To Float In The Space Between: Drawings and Essays in Conversation with Etheridge Knight*; *How to Be Drawn; Lighthead*, which won the 2010 National Book Award for poetry; *Muscular Music*, which won the Kate Tufts Discovery Award; *Hip Logic*, winner of the 2001 National Poetry Series, and *Wind in a Box*. Artist-in-residence at New York University, Hayes currently resides in New York City.

July 21 – Celebration of Indian Poetry and Culture: Rajiv Mohabir and Aimee Nezhukumatathil



Rajiv Mohabir is an Indo-Caribbean American author of two acclaimed poetry collections — *The Taxidermist's Cut* and *Cowherd's Son* — and four chapbooks. He is winner of the 2015 Kundiman Prize, a 2015 PEN/Heim Translation Fund Grant, a finalist for the 2017 Lambda Literary Award in Gay Poetry, and has received fellowships from Voices of Our Nations Arts Foundation, Kundiman, The Home School, and the American Institute of Indian Studies language program. He received his MFA in Poetry and Translation from Queens College, CUNY and his PhD in English from the University of Hawai`i. Rajiv is current on staff at Auburn University in Alabama, GA.



Aimee Nezhukumatathil is the author of four books of poetry: *Oceanic; Lucky Fish*, winner of the Hoffer Grand Prize for Prose and Independent Books; *At the Drive-In Volcano*; and *Miracle Fruit*. With Ross Gay, she co-authored *Lace & Pyrite*, a chapbook of nature poems (Organic Weapon Arts). She is the poetry editor of *Orion* magazine and her poems have appeared in the *Best American Poetry* series, *American Poetry Review, New England Review, Poetry, Ploughshares* and *Tin House*. Awards for her writing include an NEA Fellowship in poetry and the Pushcart Prize. She is professor of English and creative writing in the MFA program of the University of Mississippi.

July 31 – Poetry of Our World: Chris Abani and Mai Der Vang



Chris Abani's books of fiction include *The Secret History of Las Vegas, Song for Night, The Virgin of Flames, Becoming Abigail, Graceland*, and *Masters of the Board*. His poetry collections are *Sanctificum, There Are No Names for Red, Feed Me the Sun: Collected Long Poems, Hands Washing Water, Dog Woman, Daphne's Lot* and *Kalakuta Republic*. He is the recipient of a Guggenheim Fellowship, the PEN/Hemingway Award, the PEN Beyond the Margins Award, the Hurston Wright Award, and a Lannan Literary Fellowship, among many honors. His work has been translated into French, Italian, Spanish, German, Swedish, Romanian, Hebrew, Macedonian, Ukrainian, Portuguese, Dutch, Bosnian and Serbian.



Mai Der Vang is the author of *Afterland* (Graywolf Press, 2017), winner of the 2016 Walt Whitman Award of the Academy of American Poets, longlisted for the 2017 National Book Award in Poetry, and a finalist for the 2018 Kate Tufts Discovery Award. She was also the coeditor of the anthology *How Do I Begin? A Hmong American Literary Anthology* (Heyday, 2011). In Fall 2019, she will teach in the Creative Writing MFA Program at Fresno State University.

August 11 – Young Poets Day: Elizabeth Acevedo



Elizabeth Acevedo is the New York Times bestselling author of the award-winning novel, *The Poet X*. She holds a BA in Performing Arts from The George Washington University and an MFA in Creative Writing from the University of Maryland. She has graced stages nationally and internationally including renowned venues such as The Lincoln Center, Madison Square Garden, the Kennedy Center of the Performing Arts, South Africa's State Theatre, The Bozar in Brussels, and the National Library of Kosovo. Acevedo is a National Slam Champion and her poems have been published or are forthcoming *in Poetry, Puerto Del Sol, Callaloo, The Notre Dame Review* and others. Acevedo is a Cave

Canem Fellow, Cantomundo Fellow, and participant of the Callaloo Writer's Workshop.