



# Finlandia Foundation® National

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## 2017-18 Performer of the Year Application & Agreement

All application packages must include **four (4) copies** of the following materials, which will not be returned. The application package must be e-mailed or postmarked by midnight, February 15, 2017.

1. This completed and signed Application form, indicating that the applicant commits to a minimum of eight (8) chapter events during the term, and will schedule companion workshop(s) whenever possible
2. Biographical information/CV
3. Recent photograph
4. Audio-visual or digital material to demonstrate applicant's talent
5. Support documentation of merit
6. Signed letter(s) of nomination from a trustee(s) or chapter(s) of Finlandia Foundation National or other Finnish-American organization(s)

Date of application:
<b>Applicant information</b>
Name of Applicant: Type of talent: ____ Additional biographical included Website:
Address (Applicant must be a resident of the United States) Street: City:                                  State:                                  Zip: Phone(s): cell (           )                                  other (           ) E-mail: Finlandia Foundation chapter affiliation, if any:
Organization(s) or individual(s) making nomination (applicant may not self-nominate):  _____
Date of previous Performer of the Year application(s): <i>NOTE: An artist may apply more than once, but a POY may serve only once.</i>
<b>Payment agreement</b>  The POY's travel expenses to performances/events organized by/for the FFN chapters within the United States are covered by the FFN travel grant of \$7,000. One-half of the total amount budgeted by FFN is paid to the POY at the beginning of the term; the balance will be paid upon approval of the accounting, reports and plans for the performance and travel schedule.

**Performer agreement**

The POY commits to a minimum of eight (8) chapter events during the term, and will schedule companion workshop(s) whenever possible. The POY will work directly with chapters/host organizations to confirm appearance dates and details.

**Chapter/host organization responsibilities**

The host chapter/organization is responsible for handling and paying for local transportation and accommodation arrangements.

**POY honorarium**

The POY's honorarium will be paid by the chapter/host organization directly to the POY. Please indicate your suggested/desired honorarium/performance fee:

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**POY Coordinator**

Performance arrangements are made between the event organizers and the POY. The POY must keep the Program Coordinator informed of chapter appearances, either by copy emails, or by periodic updated schedules. In case of problems or conflicts, the Program Coordinator may be called upon for advice. Direct all questions to POY Coordinator Betsey Norgard, norgard @ paulbunyan.net

**Publicity**

Please provide local news outlet(s)/contact(s) for publicity purposes if selected as POY:

**Applicant's Agreement to Terms**

My signature on this document confirms that I agree to the terms and guidelines for the Performer of the Year for the period September 1, 2017 - August 31, 2018.

I further certify that the information given in my application and all its attachments is truthful and accurate.

I agree to submit, in writing, a financial report to the Performer of the Year Coordinator (c/o the FFN office in Pasadena, CA) by October 1, 2018.

I agree to use POY funding only for the purpose outlined in this agreement. Should this not be feasible for any reason, I will promptly return the funds to Finlandia Foundation National.

If I am selected as Performer of the Year this document, when signed and dated by the FFN POY Coordinator, will serve as my POY contract according to the agreement as outlined.

**Signature of Applicant**

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Printed/typed name

DATE:

**Submitting the Application Package**

Please send your application package via a service that can confirm its receipt at the FFN office, such as delivery confirmation, tracking or required receipt signature.

**Mail or ship your application package to:**

Finlandia Foundation National 470 W. Walnut Street Pasadena, CA 91103

**E-mail your application package to:**

office@finlandiafoundation.org

Phone: 626.795.2081 www.FinlandiaFoundation.org

**Postmark/e-mail deadline is February 15, 2017**

NOTE: Send only copies of support material. Nothing will be returned.

**Application package received at FFN office**

\_\_\_\_\_ Mail    \_\_\_\_\_ E-mail

DATE:

**2017-18 FFN Performer of the Year Agreement**

POY Name:

**Signature of POY Coordinator**

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Printed/typed name

DATE:

**Signed agreement mailed to POY**

DATE: