



### 2020 TIMELINE FOR SELECTION OF 2021-2023 POET LAUREATE (6<sup>th</sup>)

<b>Sep-Oct 2020</b>	Review timeline, process, budget Recruit selection committee ArtsWA/HW: Prepare application Poet advisory group (3 poets) reviews online application Karen/ArtsWA: Update Governor's office ArtsWA/ Humanities WA: Create press release and other communications
<b>October 19-23, 2020</b>	Release guidelines and application forms to web site and through other media
<b>Oct 27 and 28, 2020</b>	Info webinars / meetings – Oct 27 <sup>th</sup> @ 3 pm and Oct 28 <sup>th</sup> , @ 5 pm (1 hour long)
<b>Nov 9-13, 2020</b>	ArtsWA / HW Recruit selection committee
<b>Fri, Dec 4, 2020</b>	Application deadline (submitted electronically using HW applications system)
<b>Wed, Dec 9, 2020</b>	Selection committee online orientation
<b>December 14, 2020 - Jan 4, 2021</b>	ArtsWA / HW: Selection committee reviews online applications
<b>Thurs, Jan 7, 2021, 1:30 – 4:00 pm</b>	Selection committee online meeting to review all applicants and reduce to 2-3 finalists
<b>Wed, Jan 13, 2021 1:30 – 4:00 pm</b>	Selection committee online meeting to interview 2-3 finalists
<b>January – mid-February 2021</b>	ArtsWA and Humanities Washington Boards vote to endorse committee recommendation
<b>February 2021</b>	ArtsWA: Send recommendation to Governor
<b>Feb-March 2021</b>	Governor approves appointment
<b>Feb-March 2021</b>	ArtsWA and HW: PL starts orientation quietly (no press announcement yet.) Develop/negotiate contract and special project with appointed poet laureate
<b>Early April 2021</b>	ArtsWA and HW announce PL/social media/news releases
<b>April 15, 2021</b>	Contract start date – April 15, 2021-April 14, 2023
<b>Mid-January, 2022</b>	Poet Laureate opens the State Legislature and starts second year of two-year tenure