

# Performer of the Year Guidelines for 2014-2015

The next term for the Finlandia Foundation National Performer of the Year (POY) is September 1, 2014-August 31, 2015.

*Guidelines to be mailed to each nominee for acceptance prior to the deliberations*

## Application Deadline

Applications postmarked by **February 15, 2014**  
and mailed to the Foundation's office at:

**Finlandia Foundation National**  
P.O. Box 92298  
Pasadena, CA 91109-2298

For **Fedex** or **UPS**:  
Finlandia Foundation National  
470 West Walnut Street  
Pasadena, CA 91103

Please use **Delivery Confirmation** (tracking) and **Signature Required** services to ensure that your package is delivered to the FFN office.

## Selection

The Board of Trustees will select the Performer of the Year. The award of \$7,000 for the program covers POY performances at a minimum of six chapter events during the year. The winning nominee is notified by the coordinator in Spring 2014.

## Nominations

A Call for Nominations for POY is issued in Finnish-American media.

Nominations may be made by Finlandia Foundation Chapters, other Finnish-American organizations, or Finlandia Foundation Trustees, and sent to the FFN office (see address above in the Application Deadline). Nominations submitted by other individuals, or applications by performers themselves, are not accepted.

*In their March 2010 meeting, the FFN Board of Trustees agreed to return back to a single performer and only under exceptional circumstances, a duo may be considered, if for example, an accompanist is needed.*

All nominations should include **4 copies** of the following:

1. Contact information (phone number, email address, and mailing address)
2. Biographical outline
3. Recent photo
4. CD, DVD, or other digital format to demonstrate your talent
5. Written proof of the merits of the nominee
6. **Signed** FFN/POY Program Guidelines Summary indicating that the performer is able to commit to performances at a minimum of six (6) chapter events in the USA between September 1, 2014 and August 31, 2015.
7. In addition to the above, a signed Nomination Letter from the sponsor(s) is required.

**This material will not be returned.**

In order to be considered, a nominee must agree to comply with these Program Guidelines.

## **Announcement**

The Finlandia Foundation National Performer of the Year is officially announced in the Finnish-American media and FFN chapter newsletters.

## **Payment agreement**

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 for the program is paid to the POY in the beginning of the term; the balance upon approved reports and plans for the remaining travel.

## **Reporting**

Full financial report is required by October 1, 2015, following the end of the POY term.

## **Performance arrangements**

Each host organization handles local arrangements, transportation, accommodations, and agrees on an honorarium directly with the POY. Adequate audience donations should be planned to cover the costs for performances and workshops.

## **Advertising**

Every effort will be made by hosts to attract audiences beyond the Finnish-American community and to actively recruit students for workshops, whenever applicable.

## **Coordinator**

As performance arrangements are made between the event organizers and the POY, the Program Coordinator needs to be informed of the schedules. In case of problems or conflicts, the Program Coordinator may be called upon for advice.

## **Questions and information**

Requests should be directed to:

**Satu Mikkola, POY Coordinator**, [satum@aol.com](mailto:satum@aol.com)

I accept the above Guidelines.

My (our) suggested Performance Fee is: \$\_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_