West Virginia Department of Agriculture

Kent A. Leonhardt, Commissioner Joseph L. Hatton, Deputy Commissioner

**Veterans and Heroes to Agriculture**

**FY24 Request for Applications**

**Deadline: April 22, 2024 @ 4:00pm**

The Veterans and Heroes to Agriculture Grant Program was developed to provide funding to groups and organizations around the state who work directly with or provide support to military veterans, law enforcement, fire fighters, emergency medical service, first responders, active-duty military, and/or their spouses and family within an agricultural capacity. Grants may not exceed $24,000 and are awarded through an application process.

*Mail your completed application to Business Development Division, West Virginia Department of Agriculture, 217 Gus R. Douglass Lane, Building 2, Suite 204, Charleston, WV 25312 ATTN: VHA Grant Application, or email* [*vetstoag@wvda.us*](mailto:vetstoag@wvda.us) *with “Grant Application” in the subject line. If you need to photocopy portions of the application, please make sure the copies are legible.*

*For additional information or questions about the application and/or program, please contact the Veterans & Heroes to Agriculture Program Manager at 304-558-2210 or* [*vetstoag@wvda.us.*](mailto:vetstoag@wvda.us)

**Funding requirements:**

* Projects must be agricultural in nature and directly benefit military veterans, law enforcement, fire fighters, emergency medical service, first responders, active-duty military, and/or their spouses and family.
* At least one member of the team MUST be a member of the West Virginia Veterans & Heroes to Agriculture program.
* Awardees MUST be willing to work with WVDA designated staff.
* Submit a mid-year report by November [15th to ve](mailto:vetstoag@wvda.us)[tstoag@wvda.us](mailto:tstoag@wvda.us)
* Submit a final report by May 15th to [vetstoag@wvda.us](mailto:vetstoag@wvda.us) If all outcomes are not reached by April 30th, a final report extension must be requested and approved. All funding must be spent by final report submission.
* Acknowledgment of West Virginia Department of Agriculture in project materials and events.
* Allow West Virginia Department of Agriculture to use images, videos, and recordings of your project in media and promotional materials.
* Sponsorship applications MUST also include:
  + Cover Letter
  + Itemized Budget
  + Three (3) Letters of Support
  + W-9 (if not registered as a vendor in wvOASIS)

**Veterans and Heroes to Agriculture Grant Application**

# Organization Information

**Organization Name:**

**Organization Type:** 501(c)(3) Non-Profit Organization

Government Entity American Legion/VFW School

Faith-Based Organization Community Organization Other

**Organization Mission/Vision:**

Specify:

**Organization Website/Social Media:**

**Organization Address:**

**Organization Phone:**

**Is your organization registered as a vendor in wvOASIS? \_\_\_Yes \_\_\_No**

**Please provide your Business Registration Account Number (located on the West Virginia State Tax Department Business Registration Certificate):**

**Is someone from your organization or project team a member of West Virginia Veterans and Heroes to Agriculture Program? \_\_\_Yes \_\_\_No**

**If yes, please list member(s):**

# Project Point of Contact Information

**Point of Contact Name:**

**Title/Position:**

**Primary Phone: Secondary Phone:**

**Email:**

# Project Information

**Project Title:**

**Explain the specific issue, problem, or need that the project will address:**

**Project Beneficiaries (who specifically will your project serve; :**

**Estimate the total number of project beneficiaries:**

**Does this project directly benefit military veterans, law enforcement, firefighters, emergency medical service, first responders, active-duty military, and/or their spouses and family? \_\_\_ Yes \_\_\_No**

**Does this project directly benefit farmers? \_\_\_** **Yes \_\_\_ No**

**List a minimum of three (3) SMART goals for this project (SMART goals are Specific, Measurable, Achievable, Relevant, and Time-bound** [How to write SMART goals, with examples (mindtools.com)](https://www.mindtools.com/a4wo118/smart-goals)**):**

**1)**

**2)**

**3)**

**Project Work Plan:**

|  |  |  |
| --- | --- | --- |
| **Who** | **What** | **When** |
|  |  |  |
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**ALL requests must indicate how the project proposes to support the agricultural economy. Indicate which strategic goal(s) of the West Virginia Department of Agriculture’s Strategic Plan, “A Shared Agenda for Growing West Virginia’s Agricultural Economy”** [WVAg-Full-Report-Version-03.2020.pdf (wvagadvisory.org)](http://www.wvagadvisory.org/wp-content/uploads/2020/10/WVAg-Full-Report-Version-03.2020.pdf) **the project aims to address:**

 Goal 1: Connecting Agribusiness with Knowledge

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 Goal 2: Connect Producers with Each Other  Goal 3: Create Agritourism Clusters

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 Goal 4: Expand and Support Development of Co-ops for Processing and Selling Products  Goal 5: Support Efforts to Expand Broadband

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 Goal 6: Grow the Next Generation of Producers

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 Goal 7: Create an Agriculture Leadership Development Program  Goal 8: Enhance Mentorship & Training for New Farmers

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 Goal 9: Grow the Next Generation of Consumers  Goal 10: Connect Farmers with Underutilized Land

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**Expected Measurable Outcomes:**

**Please list project outcomes and indicators below *(Outcomes are statements that define in specific terms what the project hopes to achieve for key results on the way to achieving the overall purpose or goal. Indicators are a quantifiable measure of a characteristic or condition of people, institutions, systems, or processes that may change over time). Attach additional pages if needed.*:**

**Outcome Statement 1:**

**Indicators for Outcome 1:**

**Outcome Statement 2:**

**Indicators for Outcome 2:**

**Outcome Statement 3:**

**Indicators for Outcome 3:**

**Explain how you will collect the required data to report on the outcome(s) and indicator(s):**

**Budget:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Budget Summary** | | | | |
| **Expense Category** | **VHAGP Funds Requested** | **Other Funding** | **Other Funding Source** | **Funds Requested** |
| **Personnel** |  |  |  | $ |
| **Fringe Benefits** |  |  |  | $ |
| **Travel** |  |  |  | $ |
| **Equipment** |  |  |  | $ |
| **Supplies** |  |  |  | $ |
| **Contractual** |  |  |  | $ |
| **Other** |  |  |  | $ |
| **Subtotal** |  |  |  | $ |
|  |  |  | **TOTAL Budget** |  |

**Please provide a description/justification for each line item requested in the Budget Summary:**

**Personnel:**

**Fringe Benefits:**

**Travel:**

**Equipment:**

**Supplies:**

**Contractual:**

**Other:**

**Are you receiving additional funding for this project *(list in Budget Summary as Other Funding & Source)?***

**\_\_\_Yes** \_\_\_**No**

**List any partners and collaborators of this project:**

**If you are not awarded, how would you move forward with this project?**

**What is the sustainability plan for this project?**

**Attachments:**

Cover Letter Application Letters of Support

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W-9 (to be used for vendor setup in wvOASIS for grant payment)

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*\*If awarded, the West Virginia Department of Agriculture may use the project information in publication and promotional pieces, including social media, website, and print.*

By my signature below, I hereby certify and attest that all of the information provided on this application, as well as all attachments and supporting documentation, is true and accurate to the best of applicant's knowledge.

I understand that submission of an application does not guarantee any funds will be awarded. Eligibility and funding determinations will be made by WVDA subsequent to panel review and recommendation.

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