Veterans and Heroes to Agriculture
Grant Application

The Veterans and Heroes to Agriculture Grant Program was developed to provide funding to organizations around the state who work directly with or provide support to law enforcement, fire fighters, emergency medical service, first responders, veterans, 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:

West Virginia Department of Agriculture
Business Development
Attn: VHAP
217 Gus R. Douglass Lane
Building 2, Suite 204
Charleston, WV 25312

Or email completed application to: vetstoag@wvda.us, with “Grant Application” in the subject line. If you need to photocopy some parts of the application, make sure it is legible.

For additional information or questions about the application, please contact the Veterans & Heroes to Agriculture Program Manager at 304-558-2210 or vetstoag@wvda.us.

Funding requirements:

- Projects must be agricultural in nature and directly benefit law enforcement, fire fighters, emergency medical service, first responders, veterans, 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.
• Sponsorship applications MUST also include:
  o Cover Letter
  o Itemized Budget
  o Three (3) Letters of Support
  o W-9 (if not registered as a vendor in Oasis) Contact 855-666-8823 with questions regarding W-9

Awardees MUST comply and agree to the following:

• Be willing to work with WVDA designated staff and respond promptly to all correspondence or information requests.
• Are required to submit a mid-year report by December 15th to vetstoag@wvda.us
• Are required to submit a final report by June 15th to vetstoag@wvda.us If all outcomes are not reached by May 31st, a final report extension must be requested and approved. **All funding must be spent by final report submission.**
• Must acknowledge the 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.
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  
  Specify: ______________________

Organization Mission/Vision:

__________________________________________________________________________

__________________________________________________________________________

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): ____________________________________________

3
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:

Estimate the total number of project beneficiaries: ________________________________

Does this project directly benefit military veterans, law enforcement, firefighters, emergency service personnel, and/or first responders?  ☐ 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, Attainable, Relevant, and Time-based):

_______________________________________________________________________________

_______________________________________________________________________________

_______________________________________________________________________________
Project Work Plan:

<table>
<thead>
<tr>
<th>Who</th>
<th>What</th>
<th>When</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

ALL requests must indicate how the project proposes strategic action in support of 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” the project aims to address:

- [ ] Goal 1: Connecting Agribusiness with Knowledge
- [ ] Goal 2: Connect producers with Each Other
- [ ] Goal 3: Create Agritourism Clusters
- [ ] Goal 4: Expand and Support Development of Co-ops for Processing and Selling Products
- [ ] Goal 5: Support Efforts to Expand Broadband
- [ ] Goal 6: Grow the Next Generation of Producers
- [ ] Goal 7: Create an Agriculture Leadership Development Program
- [ ] Goal 8: Enhance Mentorship & Training for New Farmers
- [ ] Goal 9: Grow the Next Generation of Consumers
- [ ] Goal 10: Connect Farmers with Underutilized Land

**For further information regarding each goal please visit [www.wvagadvisory.org](http://www.wvagadvisory.org),**

**Expected Measurable Outcomes:**

Please list project outcomes and indicators below *(Outcomes are statements that define in specific terms what the project team 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*
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:

<table>
<thead>
<tr>
<th>Expense Category</th>
<th>VHAGP Funds Requested</th>
<th>Other Funding</th>
<th>Other Funding Source</th>
<th>Funds Requested</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personnel</td>
<td></td>
<td></td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>Fringe Benefits</td>
<td></td>
<td></td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>Travel</td>
<td></td>
<td></td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>Equipment</td>
<td></td>
<td></td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>Supplies</td>
<td></td>
<td></td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>Contractual</td>
<td></td>
<td></td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>Other</td>
<td></td>
<td></td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>Subtotal</td>
<td></td>
<td></td>
<td></td>
<td>$</td>
</tr>
</tbody>
</table>

TOTAL Budget: $__________________________

Total Amount Requested: ______________________________________________________

Please provide a budget narrative for each line item requested:

Personnel: ________________________________________________________________

Fringe Benefits: __________________________________________________________

Travel: __________________________________________________________________

Equipment: __________________________________________________________________

Supplies: __________________________________________________________________
Contractual: ____________________________________________________________

Other: _________________________________________________________________

Are you receiving additional funding for this project *(list in budget)*? ☐ 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
☐ W-9 (to be used for vendor setup in Oasis for grant payment)

*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 the 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: ___________________________