

# WVDA Application for Program Funding

Organization Name: \_\_\_\_\_

## Event Information

Event Name: \_\_\_\_\_

Event Address: \_\_\_\_\_

Event Date: \_\_\_\_\_ Estimated Number of Attendees: \_\_\_\_\_

Website: \_\_\_\_\_ Social Media: \_\_\_\_\_

Event Description: \_\_\_\_\_

\_\_\_\_\_

## Funding Information

Amount Requested: \_\_\_\_\_

Purpose of Funds (*personnel, supplies, equipment, promotion, etc.*): \_\_\_\_\_

Are you receiving any additional state funding: \_\_\_\_\_

Are you registered as a vendor in wvOASIS, the State Purchasing System? : \_\_\_\_\_

*If not registered, please submit a W-9 with this form.*

Comments: \_\_\_\_\_

\_\_\_\_\_

## Contact Information

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_

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

*\*The West Virginia Department of Agriculture may use the event information in publication and promotional pieces, including social media, website and printed.*

*Please attach: Cover letter on official letterhead, copy of budget and event schedule.*

**Return to:**  
**West Virginia Department of Agriculture**  
Kent Leonhardt, Commissioner  
1900 Kanawha Blvd., E.  
Charleston, WV 25305



### FOR DEPT. USE ONLY

Funding Source: \_\_\_\_\_

Amount: \_\_\_\_\_

Approved: \_\_\_\_\_

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