



2024-2025 West Virginia Folklife Apprenticeship Program APPLICATION

Deadline:
Aug. 26, 2024
wvfolklife.org

Thank you for your interest in the West Virginia Folklife Apprenticeship Program!

For application instructions, see the **2024-2025 West Virginia Folklife Apprenticeship Program Guidelines** at <https://wvfolklife.org/folklife-apprenticeship-program/>

Artists and their proposed apprentices must complete and submit the following application components. **Please refer to this checklist when submitting your application:**

- Part A: Questionnaire for Teaching Artist
- Part B: Questionnaire for Apprentice
- Part C: Work Plan
- Part D: Budget
- Part E: Work Samples
- Part F (Optional): Letters of Support
- Part G: Required Signatures

Incomplete applications may result in rejection of the application.

Applicants are encouraged to contact State Folklorist Jennie Williams to discuss their proposed folklife apprenticeship in advance of the application deadline. Email williams@wvhumanities.org or call (304)346-8500.

Applications and work samples preferably shared through file sharing links (e.g. Google Drive, Dropbox, etc.) must be emailed to williams@wvhumanities.org by August 26, 2024 at 11:59PM. If you are unable to submit your application electronically, please mail the printed application and a thumb drive containing your work samples postmarked by August 26, 2024 to:

West Virginia Humanities Council
Attn: WV Folklife Apprenticeship Program
1310 Kanawha Blvd. E
Charleston, WV 25301



2024-2025 West Virginia Folklife Apprenticeship Program APPLICATION

Deadline:
Aug. 26, 2024
wvfolklife.org

Traditional Art Form/Creative Practice	
Name of Teaching Artist & Apprentice	

Part A: Questionnaire for Teaching Artist

Name of Teaching Artist	
Preferred Gender Pronouns	
Age	
Permanent Address	
City	
State	
Zip+4	
County	
Phone Number	
Email Address	
Website/Social Media (Optional)	
Year WV Residence Established	

*Type your responses below. You may submit your response on a separate sheet, but please limit to 5 pages max in 12 pt. font, single-spaced. See **Guidelines** for review criteria.*



2024-2025 West Virginia Folklife Apprenticeship Program APPLICATION

Deadline:
Aug. 26, 2024
wvfolklife.org

A1. Describe the traditional art form or cultural expression you will be teaching. Why is it important in your everyday life and in your cultural community? *Please include details of any connections to ethnic, religious, occupational, language-based, and/or regional communities of which you are a part.*



2024-2025 West Virginia Folklife Apprenticeship Program APPLICATION

Deadline:
Aug. 26, 2024
wvfolklife.org

A2. Where, when, and from whom did you learn this tradition? How have members of your community recognized you (formally or informally) as an expert in this traditional practice?



2024-2025 West Virginia Folklife Apprenticeship Program APPLICATION

Deadline:
Aug. 26, 2024
wvfolklife.org

A3. Have you ever taught this tradition to anyone? If so, please describe the circumstances.



2024-2025 West Virginia Folklife Apprenticeship Program APPLICATION

Deadline:
Aug. 26, 2024
wvfolklife.org

A4. Describe your relationship with the proposed apprentice. How long have you known them? Why do you want to work with them? If you have worked together previously, please describe the circumstances.



2024-2025 West Virginia Folklife Apprenticeship Program APPLICATION

Deadline:
Aug. 26, 2024
wvfolklife.org

A5. What do you hope to accomplish through this apprenticeship? What impact do you hope the apprenticeship will have on your community?



2024-2025 West Virginia Folklife Apprenticeship Program APPLICATION

Deadline:
Aug. 26, 2024
wvfolklife.org

Part B: Questionnaire for Apprentice

Name of Apprentice	
Preferred Gender Pronouns	
Age	
Permanent Address	
City	
State	
Zip+4	
County	
Phone Number	
Email Address	
Website/Social Media (Optional)	
Year WV Residence Established	

*Type your responses below. You may submit your response on a separate sheet, but please limit to 5 pages max in 12 pt. font, single-spaced. See **Guidelines** for review criteria.*



2024-2025 West Virginia Folklife Apprenticeship Program APPLICATION

Deadline:
Aug. 26, 2024
wvfolklife.org

B1. Describe the traditional art form you will be learning through this apprenticeship. Why is it important to you and your community to carry it on through this apprenticeship? *Please include details of any connections to ethnic, religious, occupational, language-based, and/or regional communities of which you are a part.*



2024-2025 West Virginia Folklife Apprenticeship Program APPLICATION

Deadline:
Aug. 26, 2024
wvfolklife.org

B2. Describe your skill level related to this traditional art form. If applicable, where, when, and from whom have you been learning the practice?



2024-2025 West Virginia Folklife Apprenticeship Program APPLICATION

Deadline:
Aug. 26, 2024
wvfolklife.org

B3. Describe your relationship with your proposed teaching artist. Have you worked together previously? Why do you want to work with them?



2024-2025 West Virginia Folklife Apprenticeship Program APPLICATION

Deadline:
Aug. 26, 2024
wvfolklife.org

B4. What specific skills or repertoire do you wish to gain with this apprenticeship? How will this apprenticeship help you reach your goals in the practice of this traditional art form or cultural expression?



2024-2025 West Virginia Folklife Apprenticeship Program APPLICATION

Deadline:
Aug. 26, 2024
wvfolklife.org

B5. What do you hope will be the long-term impact of this apprenticeship on you and your community? How do you plan to sustain and develop this art form or cultural expression after the apprenticeship year?



2024-2025 West Virginia Folklife Apprenticeship Program APPLICATION

Deadline:
Aug. 26, 2024
wvfolklife.org

Part C: Work Plan

To be completed together by the teaching artist and apprentice.

*Please type your responses below. You may submit your typed response on a separate sheet, but please limit it to 5 pages maximum in 12 pt. font, single-spaced. See **Guidelines** to learn how your responses will be evaluated.*

C1. List the skills, techniques, and repertoire (tunes or styles learned, objects made, etc.) that will be taught during the apprenticeship, along with the estimated length of time necessary to teach each element.



2024-2025 West Virginia Folklife Apprenticeship Program APPLICATION

Deadline:
Aug. 26, 2024
wvfolklife.org

C2. Include a schedule of the estimated dates, times, locations, and total number of sessions for the apprenticeship. What will the apprentice be expected to do between sessions? Please be specific.



2024-2025 West Virginia Folklife Apprenticeship Program APPLICATION

Deadline:
Aug. 26, 2024
wvfolklife.org

C3. Describe how you will document your own apprenticeship throughout the year (e. g. taking photos, video, or audio recordings, or keeping a logbook, etc.). You can request up to an additional \$400 for supplies in **Part D: Budget**.

We highly encourage each apprenticeship pair to document their work together. The state folklorist will conduct a formal interview and will host a documentation workshop with apprentices during the program.



2024-2025 West Virginia Folklife Apprenticeship Program APPLICATION

Deadline:
Aug. 26, 2024
wvfolklife.org

C4. Describe your ideas for a presentation or public component including any details such as format, location, audience, and potential dates. You can request up to an additional \$400 for supplies in **Part D: Budget**.

*All apprenticeship pairs are required to share their work with their community through a public component such as at a local public event. See **Guidelines** for more info.*



2024-2025 West Virginia Folklife Apprenticeship Program APPLICATION

Deadline:
Aug. 26, 2024
wvfolklife.org

Part D: Budget

Teaching artists will receive \$3,000 and apprentices will receive \$800 to be paid in two installments. These amounts do not require a budget. See **Guidelines** for more information on **Funding** and **Participation Expectations**.

Apprenticeship pairs may request an additional \$400 to pay for costs associated with your public component (e.g. presentation expenses, travel, printing, venue rental, etc.), documentation supplies (audio recorder, journal/log book, etc.), and/or other necessary supplies or travel.

Funding is intended to help cover time spent and material costs of your apprenticeship. If your budget exceeds \$400 as well as the amount of the stipends, please explain how your work plan will be feasible.

*If preferred, though not necessary, you may use a **Budget Chart** to help organize your estimated expenses. Find it at our website: <https://wvfolklife.org/folklife-apprenticeship-program/>*

D1. If the apprenticeship pair wishes to request additional funds of up to \$400, please provide a brief budget outlining anticipated costs.



2024-2025 West Virginia Folklife Apprenticeship Program APPLICATION

Deadline:
Aug. 26, 2024
wvfolklife.org

Part E: Work Samples

See **Guidelines** for instructions on how to submit work samples and to learn how your work samples will be evaluated. **You may submit up to ten samples each.** Please organize and send work sample files via email or preferably a file sharing website. Clearly label your work samples.

Work samples may be mailed or dropped off in person, but please notify Jennie Williams at williams@wvhumanities.org or 304-346-8500 in advance if you choose to do so.

Teaching Artist Work Sample List

	Year created	Title and description of teaching artist work sample:
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10		



2024-2025 West Virginia Folklife Apprenticeship Program APPLICATION

Deadline:
Aug. 26, 2024
wvfolklife.org

Apprentice Work Sample List

	Year created	Title and description of apprentice work sample:
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10		



2024-2025 West Virginia Folklife Apprenticeship Program APPLICATION

Deadline:
Aug. 26, 2024
wvfolklife.org

For Teaching Artist Work Samples:

Please select one option with respect to your work samples:

- ☐ Return my physical work samples to me. I have enclosed a self-addressed envelope with postage for their return.
- ☐ By signing this form, I give my permission for the application and accompanying work samples to be entered into the publicly accessible West Virginia Folklife Collection. I understand these archives are for educational and research use only. Any commercial use must be approved in advance by me on a case-by-case basis.
- ☐ I do not wish my work samples to be saved and authorize their disposal.

For Apprentice Work Samples:

Please select one option with respect to your work samples:

- ☐ Return my physical work samples to me. I have enclosed a self-addressed envelope with postage for their return.
- ☐ By signing this form, I give my permission for the application and accompanying work samples to be entered into the publicly accessible West Virginia Folklife Archives. I understand these archives are for educational and research use only. Any commercial use must be approved in advance by me on a case-by-case basis.
- ☐ I do not wish my works samples to be saved and authorize their disposal.



2024-2025 West Virginia Folklife Apprenticeship Program APPLICATION

Deadline:
Aug. 26, 2024
wvfolklife.org

Part F (Optional): Letters of Support

We welcome letters written by those who can speak to the excellence or mastery of the teaching artist, commitment to their cultural community and traditional art form, and suitability for this program. Letter writers could include mentors, community leaders, colleagues, or fellow practitioners of the traditional art form. Letters of support may offer important information not covered in the application questionnaires.

Please limit to a max of three letters, each 1-2 pages in length. Letter writers should describe their relationship to the teaching artist and/or apprentice and their relationship to the traditional art form.

List those who will be submitting letters of support on behalf of this application:

	Name	Relationship
1.		
2.		
3.		

Part G: Required Signatures

I certify, represent, and warrant that the information contained herein and in all attachments and supporting materials is true and correct.

Teaching Artist Signature

Date

Apprentice Signature

Date

Parent/Guardian Signature

Date

If apprentice is under 18 years of age

Printed name of Parent/Guardian

End of application.