



2026-2027 West Virginia Folklife Apprenticeship Program APPLICATION

Deadline:
Sept. 18, 2026
wvfolklife.org

Thank you for your interest in the West Virginia Folklife Apprenticeship Program! Teaching artists and their proposed apprentices apply together.

Please read the **Guidelines** at <https://wvfolklife.org/folklife-apprenticeship-program/>

Refer to this checklist when submitting your application:

- Part A: Teaching Artist Questionnaire
- Part B: Apprentice Questionnaire
- Part C: Work Plan
- Part D: Budget
- Part E: Work Samples
- Part F (Optional): Letter 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.

Use of artificial intelligence (AI) is NOT PERMITTED. *We want to hear your story in your own words, regardless of typos!*

If you need assistance or accommodations, please contact Jennie Williams. Audio recorded responses are allowed in lieu of written responses if needed.

Applications and work samples must be emailed to williams@wvhumanities.org by September 18, 2026, at 11:59 p.m. For work samples, we recommend using a file-sharing service (e.g., Dropbox, Google Drive) If you are unable to submit your application electronically, please mail the printed application and a thumb drive containing your work samples postmarked by September 18, 2026, to:

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



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Names of Teaching Artist & Apprentice	
Traditional Art Form	

Part A: Teaching Artist Questionnaire

Name of Teaching Artist	
Pronouns	
Age	
Permanent Address	
City	
State	
Zip+4	
County	
Phone Number	
Email Address	
Website/Social Media (Optional)	
Year WV Residence Established	
Mailing Address (If different from permanent address)	

Type your responses below. You may submit your response on a separate sheet if needed. **Aim for 150-300 words per response, but no more than 500 words.** See *Guidelines* for review criteria.

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



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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 practice?

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



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

A5. What impact do you hope the apprenticeship will have on your apprentice and your community?



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Part B: Apprentice Questionnaire

Name of Apprentice	
Pronouns	
Age	
Permanent Address	
City	
State	
Zip+4	
County	
Phone Number	
Email Address	
Website/Social Media (Optional)	
Year WV Residence Established	
Mailing Address (If different from permanent address)	

Type your responses below. You may submit your response on a separate sheet if needed. **Aim for 150-300 words per response, but no more than 500 words.** See *Guidelines* for review criteria.

B1. Describe the traditional art form you will be learning. Why is this apprenticeship opportunity important to you? Please include details of any connections to cultural, religious, occupational, language-based, and/or regional communities of which you are a part.



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

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



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B4. What specific expectations do you have for this apprenticeship? How will this apprenticeship help you reach your goals in the practice of this traditional art form?

B5. How do you plan or hope to continue this art form in your community after the apprenticeship year ends?



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Part C: Work Plan

To be completed together by the teaching artist and apprentice. The following responses will help the review panel determine if your plan for the apprenticeship year is feasible.

*You may request up to \$400 to reimburse for supplies, tools, and travel related to your apprenticeship. See **Part D: Budget**.*

*Type your responses below. You may submit your response on a separate sheet if needed. **Aim for 150-300 words per response, but no more than 500 words.** See **Guidelines** for review criteria.*

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



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C2. List an estimated schedule, including dates, times, locations, and total number of sessions for the apprenticeship.



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C3. Describe how you will log, record, or document your apprenticeship throughout the year (e.g., taking photos, video or audio recordings, keeping a logbook).

We highly encourage participants to document their work together. The state folklorist will host a documentation workshop with apprentices during the program.

C4. Describe your ideas for a presentation or public component, including format, location, audience, and potential dates.

*All apprenticeship pairs are required to share their work with their community through a public component. See **Guidelines** for more info and suggestions.*



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Part D: Budget

See **Guidelines** for more information on **Funding** and **Participation Expectations**. Note: Teaching artists receive \$3,000 and apprentices receive \$800 to be paid in two installments. (These stipends do not require an itemized budget.)

Apprenticeship pairs may request an additional \$400 to reimburse for expenses related to the apprenticeship. This includes costs related to your public component (e.g., presentation expenses, travel, printing, venue rental), documentation supplies (e.g., audio recorder, journal/logbook), and/or necessary supplies, tools, or travel.

IMPORTANT: You must save itemized receipts that you wish to submit for reimbursement. *Tip: Take a photo of your receipts.*

For mileage reimbursement, calculate expense using the federal rate found at: www.gsa.gov

If your anticipated budget exceeds \$400 and the amount of the stipends, please adjust your work plan so that your apprenticeship plan will be feasible.

D1. Provide a brief budget outlining anticipated expenses, up to \$400.

	Description of Anticipated Expense	Estimated Amount
1.		\$
2.		\$
3.		\$
4.		\$
5.		\$
6.		\$
7.		\$
8.		\$
	TOTAL	\$

Notes (Optional):



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Part E: Work Samples

See **Guidelines** for review criteria and instructions. Please organize, label, and send photos, recordings, or links via email or a file-sharing website (e.g., Dropbox, Google Drive)

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	Description of teaching artist work sample:
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10		



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Apprentice Work Sample List

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



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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.
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Part F (Optional): Letter of Support

We welcome one letter of support (1-2 pages in length) written by a person who can speak to the excellence or mastery of the teaching artist, commitment to the cultural community and traditional art form, and suitability for this program. A letter writer could be a mentor, community leader, colleague, or fellow practitioner of the traditional art form.

Tip: A letter of support may offer important information not covered in the application questionnaires.

Name of letter writer	Relationship to apprenticeship pair

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.