



Jefferson County Commission
124 E Washington St, Charles Town, WV 25414

PRESS RELEASE
FOR IMMEDIATE RELEASE

Jefferson County Commission Approves Changes to Boost Local Grant Competitiveness

CONTACT INFORMATION:

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CHARLES TOWN, WV (May 17, 2025) – The Jefferson County Commission has approved a series of changes designed to increase the competitiveness of local applicants pursuing state, federal, and private grant funding. The effort includes expanding internal capacity, launching community education workshops, and streamlining the process for issuing letters of support. As part of the initiative, the Commission has expanded the responsibilities of an existing staff member to include grant management. The County will also begin offering workshops to assist local governments, nonprofits, and community organizations in identifying and applying for funding opportunities.

To kick off its new education efforts, Jefferson County will host an AI in Grant Writing Workshop on **Thursday, June 12, from 10:00 to 11:00 a.m. in the Commission meeting room**. The session will introduce free and low-cost tools to help grant writers leverage artificial intelligence to improve and streamline their proposals. The workshop is open to the public and will be livestreamed for remote participation.

AI in Grant Writing Workshop, June 12 (10:00- 11:00 am)

Link: <https://us06web.zoom.us/j/86528003999?pwd=sUv8HRR7n0japGNHCKJbuL3Fp86A4x.1>

Meeting ID: 865 2800 3999

Passcode: 533321

Another major improvement is the adoption of a new letters of support policy. This policy enables applicants to request a letter of support directly from the County Administrator, rather than waiting for action at a Commission meeting—a delay that can set back grant submissions by several weeks. To request a letter, applicants should email ebenites@jeffersoncountywv.org with



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a project summary, a description of the grant opportunity, and any proposed language for inclusion.

“Our message is simple— we want to win more grants for Jefferson County,” said Commission President Pasha Majdi. “These changes fast-track support for local projects that improve our community.”

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