

**West Virginia University Airplane Reservation Form**

1. General business purpose for trip: See below
2. Department contact/ phone number: Amy 3-8763
3. Destination airport (if known): CRW
4. Destination address: CRW airport

Leg: Trip date: Departure City: Departure Time: Arrival City:

1	3/17 – 3/18/2022	MGW		CRW and return
2				
3				
4				

	Name	Cell number	Department	VP Division	Business Justification	Code
1	Gordon Gee	(for invoice, note return from CMH on 3/17 from 3/16 trip)	WVU President	President's office	Travel to Charleston, WV for an event of President Bidens Interagency Working Group (IWG) on Coal and Power Plant Communities and Economic Revitalization, a partnership among the White House and nearly a dozen federal agencies, committed to pursuing near and long-term actions to support coal, oil and gas, and power plant communities as the nation transitions to a clean energy economy. Several federal investments will be announced during the IWG-hosted listening session at the West Virginia Regional Technology Park where federal government officials will meet with leaders from the private sector, philanthropy, labor and community organizers to identify key opportunities to advance energy infrastructure projects, workforce development and training strategies, and environmental clean-up priorities across the Appalachia region, which is comprised of 13 states from southern New York to northern Mississippi.	4
2	Sarah Biller		WVU Exec Director, Vantage Ventures	WVU Chambers College / Economic Innovation		
3	Kelly Saunders		Director, WVU University Events	President's Office		
4	Jack Thompson		WVU Director of Corporate Relations	Strategic Initiatives		
5	Wiley Rhodes		Entrepreneur hosted by Vantage Ventures	WVU Chambers College / Economic Innovation		
6						

5. Lead passenger name / cell number: Gordon Gea  \_\_\_\_\_

6. Ground transportation:

No ground transportation required.

I prefer to set up my own ground transportation.

I prefer to have LJ Aviation set up ground transportation. Details: \_\_\_\_\_

Signature of WVU President, Vice President, Chancellor or designee:

AG Printed: Amy Garbrick Date: 3/16/2022 \_\_\_\_\_

For internal use:

7. Approved by WVU President's Office: AG Date sent to LJ Aviation: 3/16/2022 \_\_\_\_\_

Printed name: Amy Garbrick \_\_\_\_\_

*Updated: 12/29/2014*