



# Oregon Department of Veterans Affairs

## Veterans' Extended Outreach Grant Program

### 2013-2015 Grant Application Information and Form

**Submission Deadline: December 31, 2013**

**Grant Purpose:** The 2013 Oregon Legislative Assembly provided the Oregon Department of Veterans Affairs with \$600,000 in funds for the Veterans' Extended Outreach Grant Program. The purpose of the grant funds are to increase the number of new power of attorneys granted by veterans to one of the 34 Oregon County Veterans Service Offices (CVSOs) and to increase in the amount of new Federal benefit dollars recovered on behalf of Oregon veterans. Grant proposals from CVSOs of all sizes are encouraged and will be considered; however, only grant proposals that meet the purposes of the funds and establish measurable outcomes are eligible.

**Applicant Instruction Manual:** Applicants should read and use the Veterans' Extended Outreach Grant Program Application Instruction Manual for details on application requirements.

**Timeline:**

**Submission deadline:** Applications must be postmarked or delivered by December 31, 2013.

**Evaluation by Committee:** The evaluation and award committee will make its decision during a meeting in January, 2014. The committee will meet no later than January 15, 2014.

**Awards:** Grant awards will be disbursed no later than February 1, 2014.

**Application submission:** The CVSO grant applicant must fill out the form, obtain all needed signatures, attach the project narrative and budget, then mail to :

**Eric Belt | Veterans' Extended Outreach Grant Program**

**Oregon Department of Veterans' Affairs**

**700 Summer St NE | Salem, OR 97301-1285**

**Number of applications:** A CVSO may submit only one grant application for the 2013-2015 grant cycle.

**Eligible Applicants:** Only CVSOs are eligible to apply. The following individuals must also sign both the grant application and the final grant agreement: The authorized county veterans service officer; and the appointing authority of the county or the authorized signer for the CVSO operating agency.

**Joint Projects: Multiple CVSOs:** CVSOs may work together and submit grant proposals demonstrating that they are working with other CVSOs. However, grants must be submitted individually by each CVSO and funds will be made only to individual CVSOs. If multiple CVSOs want to collaborate, clearly state this on the individual grant proposals and they will be considered jointly by the evaluation and award committee.

**Eligible Projects:** The purpose of the grant program is to increase the number of new power of attorneys granted to CVSOs, which should result in an increase in the number of new federal veteran benefit dollars recovered in Oregon. Therefore, eligible grants will be required to have measurable outcomes that meet this purpose. Eligible projects must supplement and not supplant the current work and funding for the CVSO.

**Application assistance:** Contact Eric Belt at [eric.belt@state.or.us](mailto:eric.belt@state.or.us) or 503-373-2249.

# Veterans' Extended Outreach Grant Program 2013

2013 GRANT APPLICATION - Deadline December 31, 2013

## 1. APPLICANT INFORMATION: COUNTY CVSO AND OPERATING AGENCY

CVSO : \_\_\_\_\_

Operating Agency (if different): \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

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

## 2. GRANT APPLICANT (CVSO) PROJECT LEADER CONTACT INFORMATION

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

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

## 3. PROJECT SUMMARY (Limited to about 120 words. You may attach as a separate document. Please title "Project Summary")

## 4. PROJECT COSTS

Amount of grant request: \_\_\_\_\_

5. GRANT NARRATIVE

Provide information about your project by responding to the topics below. Limit your responses to a total of two pieces of paper. Include a topic heading for each section. Be sure to complete all sections.

A. Project Description

- a. Briefly describe the project for which the support is requested.
b. Describe the project's goals, objectives and final product.
c. Describe how the project will be monitored and evaluated and how outcomes will be measured.

B. Project Timeline

List major objectives and approximate dates they will be completed.

D. Baseline and Goal Outcome Measures: POAs Granted and Federal Benefit Dollars

See Section 1.5 and 1.6 of the Grant Manual

ODVA will provide baseline numbers. By November 5, 2013, ODVA will provide each CVSO with the number of new POAs granted to that county and the amount of federal benefit dollars during the 17-month period from June 1, 2012 to October 31, 2013.

Baseline. During the 17-month period from June 1, 2012 to October 31, 2013, the number of new POAs granted and the number of federal benefit dollars for \_\_\_\_\_ county was:

Number of new POAs granted: \_\_\_\_\_
Number of federal benefit dollars: \_\_\_\_\_

Project Goals. During the 17-month period from February 1, 2014 to June 30, 2015, the goal number of new POAs granted and the number of federal benefit dollars for \_\_\_\_\_ county is:

Increase in the number of new POAs granted: \_\_\_\_\_. Percent increase from baseline: \_\_\_\_\_%
Increase in the number of federal benefit dollars: \_\_\_\_\_. Percent increase from baseline: \_\_\_\_\_%

E. Outcome Measures for Supporting Grant Goals See Section 1.7 of the Grant Manual

Project goals: During the 17-month period from February 1, 2014 to June 30, 2015, the supporting goals of the grant project are:

Goal #1: Increase the number of \_\_\_\_\_.
Baseline number: \_\_\_\_\_. Goal is to increase to \_\_\_\_\_ (this can be a per month number)
Goal #2: Increase the number of \_\_\_\_\_.
Baseline number: \_\_\_\_\_. Goal is to increase to \_\_\_\_\_ (this can be a per month number)

F. Budget Narrative

Provide a narrative about the use of grant funds that explains the costs on the budget form.

