



**OREGON DEPARTMENT
of VETERANS' AFFAIRS**

Request for Grant Proposal (RFGP)
2022-2023
Campus Veteran Resource Center
Grant

Date Issued: September 15, 2021
Proposals due: Wednesday, October 27, 2021 11:59pm PST
Performance Period: January 01, 2022 – June 30, 2023



OREGON DEPARTMENT | **STATEWIDE VETERAN**
of VETERANS' AFFAIRS | **SERVICES**

Note to Grant Applicants

*Please read the RFGP requirements
and evaluating Rubric carefully.*

This Request for Grant Proposals (RFGP) includes statutory requirements, procedures, instructions, and grant criteria to assist grant Applicants who are applying for a grant under the Oregon Department of Veterans' Affairs Campus Veteran Resource Center Grant.

***Application Due Date: October 27, 2021
11:59 pm Pacific Standard time
Go to the ODVA Grants webpage to apply***

TABLE OF CONTENTS

SECTION 1: OVERVIEW OF THE GRANT	4
1.1 Introduction & Background	4
1.2 Eligibility	5
1.3 Definitions	5
SECTION 2: USE OF FUNDS & THE WORK PLAN	6
2.1 Grant Use of Funds, Award Amounts	6
2.2 Limitations on Use of Funds	7
2.3 Reimbursement Grant	7
2.4 Retention & Disposal of Assets	7
2.5 Measurable Outcomes (SMART Goals)	8
2.6 Grant Proposal Goals & Objectives	8
2.7 Reporting Requirements	9
SECTION 3: POINT OF CONTACT & TIMELINE	10
3.1 Point of Contact (POC) at Oregon Department of Veterans' Affairs	10
3.2 Closing Date for Submitting Proposals	10
3.3 Timeline & Other Key Dates	10
SECTION 4: PROPOSAL REQUIREMENTS & FORMAT	11
4.1 Required File Name Format	11
4.2 Submission via ODVA Smart Sheet Form only	11
4.3 Required Elements	11
Part I: Applicant Certification Form	11
Part II: Project Narrative Requirements	11
Part III: Budget Proposal Requirements	13
SECTION 5: MODIFICATION, WITHDRAWAL OR CANCELLATION OF RFGP	14
5.1 Modifications	14
5.2 Withdrawals	14
5.3 Cancellation Of RFGP	14
SECTION 6: PROPOSAL EVALUATION	15
6.1 Points Structure	15
6.2 Evaluation & Award Amounts	15
6.3 Award Notice	16
SECTION 7: GRANT AGREEMENTS	16
POTENTIAL GRANT PROJECTS	17

Section 1: Overview of the Grant

1.1 Introduction and Background

Overview

In 2017 and 2019 the Oregon State Legislature approved grant funding for the Veteran Resource Centers on community college and public university campuses in Oregon. The 2021 Legislature approved \$600,000 to continue augmenting existing campus programs that help veterans successfully transition from military service to college life, succeed in college and complete their educational goals, and transition from college to the workforce and the community.

Oregon Revised Statute (ORS) 406.530 requires the Oregon Department of Veterans' Affairs (ODVA) to develop and implement the grant and award multiple one-time grants on a competitive basis. Only Oregon community colleges and public universities are eligible to apply for this grant. Each community college or university may submit only one grant proposal; however, a grant proposal may include more than one project, which may be located on multiple campuses. Each project shall have individually identified goals, objectives, outcome measures and a requested award amount.

The maximum grant award for each application is \$100,000. ODVA may award grants to Oregon community colleges and public universities that successfully demonstrate capacity to administer any funds awarded under the Proposal by the end of the performance period in which the Agreement is executed. If a Grant Proposal includes more than one project, grants may be awarded in part or in full.

Oregon Department of Veterans' Affairs

Our vision	Veterans and their families thrive in Oregon.
Our mission	ODVA serves and honors veterans through our leadership, advocacy and strong partnerships.
Our values	Respect, Integrity, Stewardship and Excellence.

ODVA is committed to providing equitable access to services and supports for all veterans. We encourage proposals that serve all veterans, including historically and continuously underrepresented racial and ethnic groups, women, individuals with disabilities, and LGBTQ veterans. The strength of ODVA lies in the diversity of our partners and their work, as we work together to serve the veteran community throughout Oregon.

Campus Veteran Resource Centers

The Campus Veteran Resource Centers (CVRC) are to provide a place for veterans to get assistance and support from Campus Veteran Resource Coordinators, connect with other veterans, study, and network. The center is also to serve as a "home base" on campus where a

campus coordinator is available to help veterans transition to campus life, support them while completing their education, and assist in the transition from the campus to the workforce. Campus Veteran Coordinators are also able connect veterans with local, state, county and federal resources, and serve as a critical link to the County and Tribal Veteran Service Officers who provide assistance to veterans and their eligible dependents in obtaining earned state and federal benefits.

1.2 Eligibility

Only Oregon community colleges (CC) and public universities (PU) are eligible for these grant funds. There are 17 community colleges and 7 public universities in Oregon (excluding OHSU). Each CC or PU may only submit one application, regardless of the number of campuses or Veteran Resource Centers. ORS 406.530 (4) established strict eligibility requirements for applicants, including:

At the time of application, the community college or public university shall have:

- A Campus Veteran Resource Center; or
- A Campus Veteran Resource Coordinator (or intends to hire a coordinator prior to the distribution of grant funds); or
- Both a Campus Veteran Resource Center and a Coordinator.

1.3 Definitions

As provided in [OAR Chapter 274, Division 37](#), the following definitions apply:

- “Applicant” means an Oregon Community College (ORS 341.005) or Public University (ORS 352.002) that has submitted a proposal to the Department.
- “Asset” means non-capital assets tangible or intangible property used in organization operations having a useful life beyond a single year and an initial cost (inclusive of ancillary charges) of less than \$5,000 as defined in the State of Oregon Accounting Manual (OAM) 65.00.00 Glossary. Public stewardship, risk, and internal control concerns should govern the agency’s decision on how these assets are managed and tracked. [OAM 15.50.00](#). PR.152
- “Award Letter” means an initial notification of award to a successful applicant, indicating the award amount, grant period and that a Grant Agreement will be prepared with all details as indicated in ORS 406.530 (7)(b).
- “Capital Assets” means tangible and intangible property as defined as “capital assets” in the OAM, Number 15.50.00, as amended, that have initial estimated useful lives beyond a single year and have an initial cost of at least \$5,000 and does not include items below \$5,000. Examples of capital assets include land, land improvements, buildings and building improvements, motor vehicles, equipment and machinery, works of art and historical treasures, and infrastructure items such as state highways and airports.

- “Capital Improvement” means an action that increases the useful life of a capital asset or adapts a capital asset to a new use.
- “Department” or “ODVA” means the Oregon Department of Veterans' Affairs.
- “Evaluation Committee” means a committee selected by the Department to evaluate and score eligible Grant Proposals.
- “Grant Agreement” means a legally binding agreement between the Department and the Recipient that contains the terms and conditions under which the Department is providing Grant Funds under ORS 406.530 (7)(b) and the Request for Grant Proposals (RFGP).
- “Grant Program” means the Campus Veteran Resource Center (CVRC) Grant.
- “Policy” means specific guidelines designated in the RFGP guidance, which are used by the Department in the decision-making process.
- “Proposal” means a grant application submitted to the Department in response to the Request for Grant Proposal (RFGP).
- “Recipient” means an Applicant that was selected as a recipient of grant funds by the Department and that enters into a Grant Agreement with the Department to receive funds from the Grant.
- “Supplant Funds” means to use Grant Funds to replace funds that were previously appropriated by a community college or public university for campus veteran resource centers or campus veteran coordinators.
- “Veteran” has the meaning given in Oregon Revised Statutes (ORS) 408.225.

Section 2: Use of Funds and the Work Plan

2.1 Grant Use of Funds, Award Amounts

Use of Funds

[ORS 406.530](#) *“Grant recipients may use grant funds awarded under this section for the expansion and enhancement of existing campus veteran resource center programs, including training campus veteran coordinators, purchasing computer and other equipment and supplies, hiring additional staff, hosting veteran events, facilitating access to workforce and community resources that were not previously available and meeting other identified needs for the successful and continued operation of the existing centers and coordinators.”*

Capital Improvements

The community college or university may apply for funds for capital improvements. The total amount of needed funds from the *grant cannot exceed 25%* of the total grant award. It is a best practice to disclose any other matching funds for proposed capital improvement work in the budget. The application must identify how the capital improvements will meet the needs of the student veterans.

Award Amounts

The total amount available for the 2021-23 ODVA Campus Veteran Resource Center Grant awards is up to \$600,000. ODVA will award one-time grants to successful applicants for the current biennium. The maximum amount of a grant award is \$100,000, regardless of the number of campuses or Campus Veteran Resource Centers. ORS 406.530 states that ODVA shall award grant funds to a successful applicant in an amount equal to the least of:

1. The amount supported by the applicant's application;
2. \$100,000; or
3. Any other amount determined by the Department to further the purpose of the grant.

2.2 Limitations on Use of Funds

- Grant funds may NOT include any indirect/administrative expenses.
- Grant funds may NOT supplant existing funds and resources.
- Grant funds may NOT be used for salaries of USDVA certifying officials.
- Grant funds may NOT be used under this section to duplicate services provided by County Veteran Service Officers appointed under ORS 408.415, as described in ORS 406.450. *However, grant funds may be used to provide additional information and aid that is not available through County Veteran Service Officers.*
- Grants are limited in the amount of funds allocated for a Campus Veteran Resource Center Coordinator's salary and benefit. ORS 406.530 states that the CC/PU may use up to \$35,000 of grant funds to pay a Campus Veteran Resource Center Coordinator's salary, provided the CC/PU matches *at least 50%* of grant funds for that purpose.

2.3 Reimbursement Grant

- The Campus Veteran Resource Center grant is a reimbursement grant. ODVA will provide a template to be used for submission of reimbursement requests.
- All expenses must be detailed on the ODVA Claim form with supporting documentation.
- ODVA will review each claim for allowable expenses, then submit the claim to accounting for payment.
- Claims received by the 15th of each month will be reviewed for payment by the end of that same month.

2.4 Retention and Disposal of Assets

- Any non-capital asset purchased under this grant shall remain an asset in service of the Campus Veteran Resource Center for at least three (3) years.
- Any capital asset purchased under this grant shall remain an asset in service of the Campus Veteran Resource Center for at least five (5) years.
- If the Campus Veteran Resource Center should discontinue providing services to veterans prior to the above retention schedule, then the assets purchased with grant funds must be transferred to another organization that provides services to veterans.

2.5 Measurable Outcomes (SMART Goals)

- Measurable outcomes are an important component of a Grant Proposal, and documentation of measurable outcomes must be included in the Grant Proposal.
- An outcome is a statement of a specific result the Applicant intends to achieve with the Grant funding. State a specific objective rather than the process for achieving the objective. The intended result must be measurable.

ODVA highly recommends using the SMART Goal method shown here.

S Specific	What EXACT goal(s) do you wish to accomplish?
M Measurable	How will you measure progress or know you have reached you goal(s)?
A Attainable	What skills or outside help will you need to reach your goal(s)?
R Relevant	Is the goal worthwhile? Is it the right time to accomplish it?
T Timely	When will you complete the goal(s)? When will you work on it?

2.6 Grant Proposal Goals and Objectives

ORS 406.530 designated grant funds to be used to expand and enhance a campus veteran program. A Grant Proposal must meet one or more of the three fundamental goals for the program, and meet one or more of the following objectives of the grant. *If a Grant Proposal has more than one distinct project, Applicants must separately describe each project, including its goals, objectives, outcomes and amount of funds requested.*

Purposes: The grant funds shall be used to meet at least one of the 3-fundamental goals (purposes) for a campus veteran program. These are to help veterans:

1. Successfully transition from military service into community college or public university.
2. Succeed in an Oregon community college or public university and complete their educational goals.
3. Successfully transition from college to the workforce and community.

Objectives: In addition to meeting fundamental goals for the grant, the funds shall be used for at least one of the following broad objectives:

- Expand and enhance an existing Campus Veteran Resource Center on campus premises.
- Recruit and employ Campus Veteran Resource Center Coordinators who can serve as liaisons to provide advocacy, understanding and resource connections for veterans.
- Attract veterans to enroll in and attend educational programs at the CC/PU.
- Provide assistance, guidance and support to veterans in completing educational goals and objectives.

- Provide resources to college administrations, faculty and staff to facilitate an understanding and appreciation of the strengths, unique challenges and needs of veterans and their families.
- Refer campus veterans to the local County and Tribal Veteran Service Officers (CVSO and TVSO) appointed under ORS 408.415 who assist veterans in obtaining federal and state veteran benefits.
- Assist veterans in successfully transitioning to work and community life by connecting veterans with workforce and employment resources.

2.7 Reporting Requirements

Quarterly Reports: Recipients will be required to submit quarterly reports in a format required by ODVA. Reports shall include data on outcomes and provide details on expenditures of grant funds as laid out in the Grant Proposal. Reports are due 30-days after the end of each calendar quarter. (e.g. quarter ending 03/31 will be due 04/30).

Final Report: Recipients will be required to submit a final report in a format required by ODVA. Reports shall include a summary on the measurable outcomes and provide budget reconciliation on expenditures of grant funds, as laid out in the Grant Proposal. If the funds were used to purchase non-capital assets (see definitions) and capital assets, include an inventory log showing a description and dollar amount of items purchased. Desirable items such as computers, phones, printers etc., must also include the serial number, on the log.

(Reports are due 60-days after close of the performance period on August 30, 2023.)

Site Visit: ODVA may schedule a site visit to review the progress of the grant work, as well as review asset logs, for items purchase with grant funds, files for grant documents and claim back-up documentation.

Templates for all reports will be provided by the Department.

Required Data: ODVA requires specific data to show how the grant is helping to increase the number of student veterans being served at the community colleges and university campuses.

One of the measurable outcomes must be the number of student veterans served by the program. Other measurements might include:

- If your campus has a veteran center, how many veterans use the center?
- What do they come to the center for: rest & relax, help with forms, quiet place to study, use of computer?
- How many veterans attend events sponsored by the center?
- What type of events are offered? Social? Job fairs? Meet and greet?

Section 3: Point of Contact and Timeline

3.1 Point of Contact (POC) at Oregon Department of Veterans' Affairs

Jacqueline Kemp, Grants Coordinator Statewide Veteran Services
700 Summer St NE | Salem, OR 97301-1285
Cell (503) 580-9049 | Jacqueline.Kemp@ODVA.Oregon.gov

All communications and/or questions concerning this RFGP should be directed to the Point of Contact named above. Any oral communications will be considered unofficial and non-binding. Any additional information received in writing from the POC is considered official.

3.2 Closing Date for Submitting Proposals

**All proposals must be complete and submitted by
Wednesday, October 27, 2021 at 11:59 pm PST**

ODVA will only accept Proposals via the link provided on the ODVA website.

3.3 Timeline and Other Key Dates

September 2021

15th: **Release RFGP** - send to potential Applicants & post on ODVA website

28th: Campus Grant Guidance Webinar (Please join Jacqueline for this informative session on this RFGP, followed by time for Q & A)

October 2021

Proposal due date 11:59 pm on Wednesday, October 27, 2021.

Via Electronic link on ODVA grant page, (6-weeks to complete proposal)

ODVA staff to review Proposals for completeness

November 2021

Grant Proposal Evaluation Committee independent review proposals

Evaluator Recommendations submitted to ODVA Director for review and approval

December 2021

Award letters sent to successful applicants. *ODVA may allow for the schools to begin spending, however NO funds will be reimbursed until the grant agreement is fully executed.*

January 2022

Grant Agreements to be prepared and executed.

January 2022 – August 2023

Performance Period: January 1, 2022 – June 30, 2023 (18-months)

June 30, 2023 – Performance period ends. Final date for recipients to incur expenses

July 31, 2023 – Final date for recipients to submit reimbursement requests

August 30, 2023 – Final reports with all data due. ODVA will provide the form for this report.

Section 4: Proposal Requirements and Format

Grant Proposals shall include the items listed here in **Section 4**. Proposals must address all required elements. Submission is to be made through the link on ODVA website.

ODVA will review the Proposal for required elements and will only provide Proposals that meet these requirements to the Evaluation committee.

4.1 Required File Name Format:

Example: *Oregon State University*
OSU_ApplicantCertification_CVRC2021
OSU_Budget_CVRC2021

4.2 Submission via ODVA website using the **Smart Sheet Form**, only.

It is recommended that the proposal narrative and supporting documents be completed prior to inputting into submission form.

Use “copy & paste” to enter the proposal narrative in the corresponding sections of the form, rather than typing content directly into form. (*Note you cannot save the form to complete at a later time*).

4.3 Required Elements

Part I: Applicant Certification Form provided by ODVA

This form must be signed by an Administrative official that is authorized to execute a contract.

Part II: Project Narrative

1. Executive Summary. (*3,000-character limit*)

Use the Executive Summary to give a high-level **overview** of the current support for veterans at the campus, and how the grant will help to make positive changes to meet the needs of student veterans. *Note these ideas should be expanded upon throughout the Proposal.*

- Provide a brief description of the identified need for the services to support veterans at your school.
- Include the following where appropriate
 - How will the Applicant determine or has already determined what the needs of the student veterans are?
 - How the Applicant intends to reach out and engage student veterans.
 - How the project will directly impact student veterans.

- How this work will help to close the opportunity and accessibility gaps for those students who are historically and continuously underrepresented. (e.g. BIPOC, LGBTQ, individuals with disabilities, women veterans, etc.) Include how the project will attempt to reach these veterans.

2. Goals (*Purposes*) and Objectives

Grant funds are designed to expand and enhance a campus veterans' program. A Grant Proposal may have one or more distinct projects; however, applicants should separately describe each project's goal(s), objectives, outcomes and amount of funds requested. Include details on the work plan, the timeline for completion, and the process to document the outcomes. The narrative must give details on the need for the services and/or supplies in terms of the benefits to student veterans.

- Describe, in the implementation plan, how the Applicant will achieve the goals, within the timeline and the measurable milestones.
- Describe how the project will provide a positive and direct impact for all student veterans.

For the project, the applicant shall provide the following information:

- a. Goals (*Purposes*): A Grant Proposal must meet at least one of the three fundamental goals. State which of the following is a goal(s) for the project. The use of the grant funds will help veterans to: *(1,500 per goal-character limit)*
 1. Successfully transition from the military into an Oregon community college or public university.
 2. Succeed in an Oregon community college or public university and complete their educational goals.
 3. Successfully transition from college to the workforce and community.
- b. Objectives: A Grant Proposal must meet at least one of the following objectives. State which of the following is an objective(s) for the project: *(5,000-character limit)*
 - Expand and enhance an existing Campus Veteran Resource Center on campus premises.
 - Recruit and employ Campus Veteran Resource Coordinators who can serve as liaisons to provide advocacy, understanding and resource connections for veterans.
 - Attract veterans to enroll in and attend educational programs at the CC/PU.
 - Provide some assistance, guidance and support to veterans in completing educational goals and objectives.
 - Provide resources to college administrations, faculty and staff to facilitate an understanding and appreciation of the strengths, unique challenges and needs of veterans and their families.
 - Refer campus veterans to the local County or Tribal Veteran Service Officers appointed under ORS 408.415 who assist veterans in obtaining federal and state veteran benefits.

- Assist veterans in successfully transitioning to work and community life by connecting veterans with workforce and employment resources.
3. Coordinator's Capacity: Provide a statement about the Coordinator's capacity to administer the awarded funds, in compliance this RFGP and all applicable federal and state laws. Also include any other key staff indicating their responsibility for implementing and overseeing specific work of the proposal. (5,000-character limit)
- Describe the capacity of the CVRC Coordinator to oversee the Proposal's projects.
 - Describe the innovative and creative ways the resource center will be improved from the grant funding.
 - Describe the capacity of the CVRC's support staff from the college to manage the grant funds and expenditures.
 - Describe what new and innovative ways of reaching and serving veteran students were implemented due to the COVID 19 pandemic.
 - Will any of these innovations be continued in the post pandemic environment?
 - How might the work be modified to influence better success in the future?
4. Measurable Outcomes: Describe the measurable outcome(s) the Applicant wants to achieve and also explain if the project expands current work or if this is a new initiative. (4,000-character limit)

Be sure goals are *SMART!*

Include the following:

- Description of measurable outcomes based on goals and objectives.
- How and when the outcomes will be measured.
- Describe how Applicant will track and collect the data required for quarterly reporting.
- How many veterans contacted the Coordinator or the Center that you were able to refer to other campus centers and/or off campus organizations to better meet their needs or to work in partnership with your services.

Part III: Budget Proposal Requirements (4,000-character limit)

The required Budget Form is provided on ODVA on the grant's webpage.

1. Narrative of the proposed budget for the use of grant funds (maximum \$100,000)
 - Provide specifics that tie the project work to the funding requested for the work.
 - Identify work such as welcome events, job fairs, capital improvement for the campus center, etc. NOTE: ODVA will provide training for campus coordinators (*but not expenses*), therefore the expenses to attend training may be included in the proposed budget or in matching funds.
 - Student workers who are not eligible for [VA Work Study funds](#)

2. The ODVA budget form includes separate line items for personnel salary and benefits, work-study, travel, outreach, education, coordinator and staff training, equipment, services and supplies, capital improvements, etc.

A. Matching Funds and Resources

Required matching funds must be included in the budget and budget narrative for the Campus Veteran Resource Center Coordinator. If there are matching funds for capital improvement expenses, these should also be disclosed in the budget.

Examples. The following list is provided solely to illustrate the possible examples of “matching resources” and is not meant to limit possibilities:

- Provides or increases space on the campus premises for the Campus Veteran Resource Center.
- Provides computers or furniture.
- Provides and pays the expenses of a [USDVA](#) work-study student.
- Pays the entire salary for the Coordinator or an assistant.
- Provides space and staffing for events, including meals.

Section 5: Modification, Withdrawal or Cancellation of RFGP

Address any of the following submissions to the attention of the ODVA Grants Coordinator, Jacqueline.Kemp@ODVA.Oregon.gov.

5.1 Modifications:

An Applicant may modify its Proposal in writing prior to the RFGP closing. An Applicant must prepare and submit any modification to its Proposal to ODVA in accordance with Section 4.3, above. Any modification must include the Applicant’s statement that the modification amends and supersedes its prior Proposal. The Applicant must mark the submitted modification “Proposal Modification 2021 Campus Veteran Resource Center Grant Proposal.”

5.2 Withdrawals:

An Applicant may withdraw its Proposal by a written notice submitted signed by an authorized representative of the Applicant and emailed to the ODVA Grants Coordinator. The Applicant must mark its written request to withdraw “Proposal Withdrawal to 2021 CVRC Grant Proposal” in the subject line of the email.

5.3 Cancellation Of RFGP; Rejection of Proposal; No Damages:

ODVA may reject any or all Proposals in-whole or in-part, or may cancel this RFGP at any time when the rejection or cancellation is in the best interest of the State or ODVA, as determined by ODVA. Neither the State nor ODVA is liable to any Applicant for any loss or expense caused by or resulting from the delay, suspension, or cancellation of the

RFGP, award, or rejection of any Proposal. All Grant awards are subject to available funds.

Section 6: Proposal Evaluation

Proposals must be complete at the time of submission and include all required documents identified in Section 4.

6.1 Points Structure

The Evaluation Committee will score each proposal using a 54-point maximum scoring rubric.

NOTE: The proposal is scored on identifying, defining and measuring at least one purpose (goal) and at least one objective. If an institution has more than one of either, a goal or objective, it will not increase the score. However, each goal and objective must be clearly outlined as to how it will meet the needs of the student veterans. If it is unclear how goals/objectives are to meet the needs of student veterans, it may be reflected in a lower score. Click on the link, to view the full **Rubric**.

Rubric summary of points:

	Description	Points
1	Executive Summary	3
2	Goals & Objectives	13
3	Work Plan & Purpose	6
4	Coordinator Capacity & Innovation	11
5	Measurable Outcomes	8
6	Budget Narrative & Proposal	8
7	Meeting the needs of Veterans	5
	Total Points Possible	54

6.2 Evaluation and Award Amounts

Evaluation:

- ODVA will verify whether or not each Proposal meets the General Proposal Requirements. Those Proposals meeting these requirements will be presented to an Evaluation Committee for evaluation and scoring.
- ODVA will select an impartial Evaluation Committee. The Committee will conduct a comprehensive and impartial evaluation of the Proposals.
- The Committee will use the scoring Rubric to evaluate and score the Proposals according to the criteria in the rubric. The Committee will then be brought together to share their evaluations and make funding recommendations to ODVA's Director.
- The Director has final approval of the funding recommendations.
- ODVA will make funds available statewide and may:
 - Give priority to those proposals that the Department determines are best designed to help veterans successfully transition from military service to college life, succeed

- in college, complete educational goals and transition from college to the workforce and the community; or
- Concentrate funds and resources in those areas of the state with the greatest need for veteran assistance programs, as determined by the Department.

Award Amounts: Once the evaluation process is completed, Grant awards will be made to the highest ranked Proposals. In addition to scored results of all Proposals, the Evaluation Committee will also consider the total amount of available grant funds and the total dollar amount requested, in all grant proposals.

The Department may award Grant Funds for all or some of the dollar amounts requested in an individual Proposal.

6.3 Award Notice

ODVA will first make phone calls and/or emails to successful applicants to share the outcome of the evaluation and the award amount. The Department will then send a written Notice of Award, to the successful applicants for this RFGP. The notice will indicate the award amount, the performance period, and any next steps. In addition, the names of the college/university campuses that were successful, will be published on the Oregon Department of Veterans' Affairs website.

Section 7: Grant Agreements

The Grant Agreement is a contract between ODVA and the Grant Recipient that describes the contractual relationship and responsibilities of the parties. The Agreement authorizes the project to begin on a specified date, or after the date signed by all parties including ODVA and the authorized signer for community college or public university. The Grant Proposal and Budget submitted will be exhibits to the Agreement.

No funds will be reimbursed without a fully executed Grant Agreement. All project costs shall be incurred during the performance period, or as identified in the Grant Agreement.

Funding Notes

ODVA may receive grant applications that exceed the amount of available funds and, therefore, may not be able to fund all applications that meet grant proposal requirements.

Disbursement of funds are subject to the availability of sufficient moneys in and from the Funding Source, Agency will disburse Grant Funds to Grantee for the allowable Project activities undertaken during the Performance Period.

Potential Grant Projects

ORS 406.530 states: Grant recipients may use grant funds for the expansion and enhancement of existing campus veteran resource center programs, including training campus veteran coordinators, purchasing computer and other equipment and supplies, hiring additional staff, hosting veteran events, facilitating access to workforce and community resources that were not previously available and meeting other identified needs for the successful and continued operation of the existing centers and coordinators.

***The examples in this section are not limitations on potential projects.
Instead, they are provided to inspire.***

Purpose: Successfully transition from the military into a public university or community college.

- Develop and implement a veteran-specific orientation and welcome program.
 - The orientation may include family members.
 - Include how to use the G.I. Bill for tuition, for housing, and for books.
 - Explain and introduce campus advisors.
 - Describe available services on campus and off-campus.
- Host an event for new and returning veterans to introduce veterans and their families to other veterans on campus.
- Develop and implement a program to regularly train campus administration and staff on student veterans. Include how student veterans are different from traditional students, in terms of work experience, families and goals. Include specific needs for veterans.
- Develop and implement a program to train campus veteran coordinator and staff on U.S. Department of Veterans Affairs (USDVA) related programs.
- Develop and implement a peer-to-peer buddy system or mentoring program for new veterans on campus.
- Develop and host a job fair to help student veterans find employment while attending college, including work-study.

Purpose: Student veterans succeed in college and complete their educational goals.

- Design, develop and create exclusive study areas for veterans. This may include purchasing desks, computers, printers, paper, and supplies.
- Design and implement a veterans' peer-to-peer program. This may include training and recruiting volunteers for the program, employing individuals to run the program, and establishing events.
- Develop, plan, coordinate and implement events for student veterans and their families including:
 - Events to develop and establish social support structures
 - Events to give student veterans a voice on campus
 - Events to bring together non-veterans and veterans through informational speakers

- Events that coordinate with current County Veteran Service Offices and local partners for advocacy and services
- Develop and implement a food bank within the Campus Veteran Resource Center or on campus.
- Develop a program to work with and train professors, administration, and staff to educate them about student veterans' culture and specific needs.
- Develop and implement a program for coordinating care for children of veterans.
- Recruit, hire and train staff for the Campus Veterans Resource Center, including:
 - Campus Veteran Coordinator
 - Assistant for Campus Veteran Coordinator
 - Student workers (this is not a "Work Study" position)
- Develop a network with other public universities and community colleges on best practices for campus veteran resource centers. This networking could include training.

Purpose: Veterans successfully transition from college to the workforce and community.

- Develop and implement job fairs for student veterans.
- Develop and implement training for staff on translating military experience into terms civilians understand.
- Host networking events for student veterans with potential employers. This project could include coordinating with other public universities and community colleges.