



OREGON DEPARTMENT
of VETERANS' AFFAIRS

2025-2027

Veteran Services Grant

Request for Grant Proposal Application Guidance | September 11, 2025



PRESENTED BY
Brenna Bandstra, Grants Coordinator



THE MISSION CONTINUES

SERVING AND HONORING VETERANS IN OREGON SINCE 1945



MISSION

To honor and serve all Oregon veterans and their families by aligning and delivering earned benefits and services that enhance and improve their lives in recognition of their service to our nation.



VISION

All veterans and their families thrive in Oregon.



VALUES

Stewardship
Excellence
Respect
Vision
Inclusivity
Commitment
Equity



What we will cover today

- Overview of the Grant
 - Eligible Applicants
- Use of Funds
 - Limitations
 - Reporting Requirements
- Timeline & Important Dates
- Format, Submission, & Proposal Requirements
- Evaluation & Review Process
- Award Process, Notice of Award &

Grant Agreements

- Q & A





Overview of the Grant

This Grant Program is funded with Lottery dollars established under Ballot Measure 96, which provides lottery funds specifically for services for Oregon veterans. The 2025 Legislature approved \$972,653 for the Veteran Services Grant.

Purpose of the Grant is to fund eligible proposals that provide direct services to veterans to help improve outcomes in the following target areas:

Health/Behavioral Healthcare	Housing Security & Houselessness	Employment Opportunities/Stability	Education and Training Opportunities	Transportation Accessibility & Availability
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And/Or: Other critical services within a community or region or on a statewide basis provided by a veterans' organization; or

Supporting existing programs identified by the Veterans' Affairs Advisory Committee.



Overview of the grant

- ORS 406.142 requires ODVA to develop and implement the grant program and award multiple one-time grants on a competitive basis.
- Applicants may not apply for grant amounts below the minimum of \$25,000 or above the maximum of \$250,000 allowed for this grant program. *OAR 274 028 0500 (1)*
- Each organization may submit only one grant proposal; however, a grant proposal may include more than one project, which may be located at multiple sites.



Maximum Award Amount

The maximum amount of a grant award is \$250,000. OAR 274-038-0500 outlines that:

1. Applicants may not apply for grant amounts below the minimum of \$25,000 or above the maximum of \$250,000.
2. ODVA may award a grant amount in part or in full of the proposal budget.
3. Specific funding dates will be specified in the Request for Grant Proposal.
4. When determining which grant proposals to fund, the Department shall make funds available statewide.

ODVA may:

- a. Award funds to the highest ranked Proposals.
- b. Consider the total amount of available grant funds and the total dollar amount requested in all grant proposals, when making the determination about a grant award amount.

The \$250,000 limit applies to a single organization, regardless of the number of sites that an organization has.



Eligibility

The following are eligible organizations and entities:

- Tribal, regional or local governments; or other state agencies programs established under state or federal law;
- Oregon quasi-public agencies;
- Oregon intergovernmental agencies formed under ORS 190;
- Private nonprofit organizations designated as a 501(c)(3) tax exempt organization; and
- Private Veterans organizations designated as a 501(c)(19) or 501(c)(23) tax exempt organization.

Eligible non-profit organizations and entities must:

- Demonstrate proof of current (active) business registration with Oregon Secretary of State Corporation Division;
- Demonstrate proof of registration with the Charitable Activities Section of the Oregon Department of Justice, if the organization is a 501(c)(3), 501(c)(19) or 501(c)(23) and the most recent Oregon Form CT-12 report filed with the Department of Justice; and
- Demonstrate proof of at least a one-year operational history.



Use of Funding- Think Diversity!

We encourage proposals that serve all veterans, including historically and continuously underrepresented racial and ethnic groups, women, individuals with disabilities, rural, linguistically diverse, aging, 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.





Limitations

- To supplant funds.
- Capital improvement, or capital campaigns.
 - “Capital Improvement” means an action that increases the useful life of a capital asset or adapts a capital asset to a new use.
- Deficit financing & debt retirement.
- Memorials or tributes.
- Grants or direct payments of monies to veterans or other individuals.
- Grants to other entities or organizations.
- Endowments.
- Fundraising.
- Administrative (Indirect costs) may not exceed 10% of the total grant award.



What are Administrative (Indirect costs)

- Indirect costs represent the expenses of doing business that are not readily identified with a particular grant, contract, project function or activity, but are necessary for the general operation of the organization and the conduct of activities it performs.

Examples:

- Rent
- Utilities
- Accounting and HR department costs
- Administrative salaries
- Office supplies



Administrative (indirect costs) may not exceed 10% of the total grant award.



Reimbursement Grant

- The Veteran Services grant is a reimbursement grant.
- 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.



Retention and Disposal of Assets

- Any non-capital asset purchased under this grant shall remain an asset in service of the Organization for at least three (3) years.
- Any capital asset purchased under this grant shall remain an asset in service of the Organization for at least five (5) years.
- If the Recipient should discontinue providing services to veterans prior to the above retention schedule, then the recipient must notify the Oregon Department of Veterans' Affairs in writing at least 30 days in advance. ODVA will determine the disposition of assets, purchased with grant funds, in consultation with the recipient.



Required Data

ODVA wants specific data to show how the grant is helping the Veterans in your community. Required data includes recording:

- Number of unique (unduplicated) veterans served by the project.
- Number of traditionally underserved veterans (e.g., racially, ethnically, and linguistically diverse, LGBTQ+, individuals with disabilities, women, student, aging, and justice involved, etc.) served by the project.
- Number of housing insecure veterans served by the project (if applicable).
- Number of veteran engagements (interactions) with a grant funded position or project.



Reporting Requirements

- **Quarterly Reports**: 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. Quarters end on:
 - March 31, June 30, September 30, December 31.
- **Final Report**: Recipients will be required to submit a final report
 - 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.
- Reports are due 60-days after close of the performance period on August 30, 2027.
- **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.



RFGP & Grant Timeline & Key Dates

- September 2025
 - 8th: Release RFGP.
 - 11th: Veteran Services Grant Guidance Webinar.
 - Recruit Evaluation Committee.
- October 2025
 - Proposal due date 11:59 pm on Monday October 13, 2025; via Electronic link on ODVA grant page.
 - ODVA staff to review Proposals for completeness.
 - Grant Proposal Evaluation Committee to conduct independent review proposals.
- November & December 2025
 - Evaluator Recommendations submitted to ODVA Director for review and approval
 - Decision letters will be sent to all applicants.
 - Grant Agreements to be prepared and executed.
- January 2026 – August 2027
 - Performance Period: January 1, 2026 – June 30, 2027 (18-months).
- June 30, 2027
 - Performance period ends. Final date for recipients to incur expenses.
- July 15, 2027
 - Final date for recipients to submit reimbursement requests.
- August 30, 2027
 - Final reports with all data due. ODVA will provide the form for this report.





Proposal: File Name Formatting

- Please title each of the proposal's documents with:
 - Organization's acronym
 - Name of the document
 - Acronym of the grant
 - Year

Example: Oregon Organization Example	
OOE_Applicant Certification_VSG 2025	OOE_Business Registration_VSG_2025
OOE_Project Narrative_VSG 2025	OOE_Charitable Activities DOJRegistration_VSG_2025
OOE_ODVA Budget_VSG 2025	OOE_Annual Operating Budget_VSG 2025
OOE_IRS W9_VSG 2025	



Proposal: Required Document Format

- Utilize the Application template. Do not delete section instructions.
- All pages must be standard letter size (8.5" x 11")
- Project Narrative: Use a 12-point Times New Roman or Calibri font, double line spacing, and 1-inch margins.
- Tables may be in 11-point font single line spacing. Bulleted list recommended for tables.
- Do not use a Table of Contents or divider pages.
- Do not add any graphics and photos.



Proposal Checklist

- ☐ Applicant Certification Form
- ☐ Project Narrative (*Word Document Template*)
 - Includes the Budget Narrative
- ☐ Budget (*Excel Budget Sheet*)
- ☐ Signed Institution W-9 Form
- ☐ Current Year Operating Budget

Non-Profits must also submit:

- ☐ Proof of current (active) business registration with Oregon Secretary of State Corporation Division; and
- ☐ Registration with the Charitable Activities Section of the Oregon Department of Justice; and
- ☐ The most recent Oregon Form CT-12 report filed with the Oregon Department of Justice; and
- ☐ Previous 2-years of filed federal tax return (e.g.: IRS 990, S-Corp, etc.).

Grant Application and Documents

Grant Status: Open

Date Issued: Monday, September 8, 2025

Proposals Due: Monday, October 13, 2025, 11:59 p.m. PT

Intent to apply submission link: <https://app.smartsheet.com/b/form/0196f514dd56770ab8ed3c0a0eb5b431>

Grant Document Smartsheet's submission link: <https://app.smartsheet.com/b/form/0196f514dcc473948f2789147d166540>

Grant Application Documents

Click on each document to view/download

- [Veteran Services Grant Request for Grant Proposals 2025-2027](#)
- [Veteran Services Grant Proposal Narrative Template 2025-2027](#)
- [Veteran Services Grant Budget Proposal Worksheet 2025-2027](#)
- [Veteran Services Grant Applicant Certification 2025-2027](#)



Section 6.1 Applicant Certification Form



OREGON DEPARTMENT
of VETERANS' AFFAIRS

CAMPUS VETERAN RESOURCE CENTER GRANT APPLICANT CERTIFICATION

Important Submission Instructions

Complete form and have signed by an authorized signer, then include the completed APPLICANT CERTIFICATION with all other required grant proposal materials. All grant materials must be included in the same submission. The CVRC SUBMIT NOW button on the ODVA grant page must be used to send all proposal materials to the Oregon Department of Veterans' Affairs.

Applicant (Institution) Name

Primary Contact Name

Title

Street Address

City

State

Zip Code

Telephone (Include area code)

Fax (Include area code)

Email Address

Name and title of the person authorized to represent the Applicant in any negotiations and sign any Grant Agreement that may result:

Name

Title

Email Address

Telephone

By signing this sheet and submitting a Proposal, the undersigned (a) certifies that he/she is a duly authorized representative of the Applicant, (b) has been authorized by the Applicant to make all representations, attestations, certifications contained in this Proposal, and (c) to submit this Proposal on behalf of the Applicant.

1. Applicant certifies that all contents of the Proposal (including any other forms or documentation, if required under this Request for Grant Proposal) and this Applicant Certification, are truthful and accurate.
2. Applicant may not request funding for expenditures already funded by the Applicant.
3. The statements contained in this Proposal are complete to the best of the Applicant's knowledge and Applicant accepts as a condition of the Grant, the obligation to comply with the applicable state and federal requirements, policies, standards, and regulations. The undersigned recognizes that this is a public document and open to public inspection.
4. If the Applicant is awarded a Grant as a result of this Proposal, the Applicant will be required to complete, and will be bound by, a Grant Agreement.

Name (Please print)

Date

Signature (Authorized to Bind Applicant)

***** THIS FORM MUST BE COMPLETED AND SUBMITTED WITH THE PROPOSAL *****

Activate V
Go to Setting



Section 6.2 Project Narrative



**OREGON DEPARTMENT
of VETERANS' AFFAIRS**

**Request for Grant Proposal (RFGP)
2025-2027
Veteran Services Grant
Project Narrative and Budget Narrative Template**

Date Issued: Monday, September 8, 2025
Proposals due: Monday, October 13, 2025, 11:59pm PST
Performance Period: January 01, 2026 – June 30, 2027

Submit all required elements listed in Section 6 of the Request for Grant Proposals Solicitation and use the submission link found on [ODVA's webpage](#).

Section 5: Format & Submission

5.1 Required File Name Format: Organization Acronym_Document Name_VSG_2025

5.2 Required Documents Format & Submission Requirements

- Utilize the Application template. Do not delete section instructions.
- All pages must be standard letter size (8.5" x 11")
- Project Narrative: Use a 12-point Times New Roman or Calibri font, double line spacing, and 1-inch margins.
- Tables may be in 11-point font single line spacing. Bulleted list recommended for tables.
- Do not use a Table of Contents or divider pages.
- Do not add any graphics and photos.

Section 6: Required Elements

6.2: Project Narrative:

6.2 a. Goal(s): The grant proposal must have at least one goal, or a maximum of three goals. Select (check) which of the following is a goal(s) for the project.

The use of grant funds will help meet the needs of veterans in:

- ☐ Mental health care or physical health care.
- ☐ Housing security.
- ☐ Employment opportunities and employment stability.
- ☐ Education and training opportunities.
- ☐ Transportation accessibility and availability.
- ☐ Promoting veterans' organizations that provide critical services for veterans within a community, region or on a statewide basis.
- ☐ Supporting existing programs identified by the ODVA Advisory Committee.



Project Narrative: Goal of the Grant

Section 6: Required Elements

6.2: Project Narrative:

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The use of grant funds will help meet the needs of veterans in:

- ☐ Mental health care or physical health care.
- ☐ Housing security.
- ☐ Employment opportunities and employment stability.
- ☐ Education and training opportunities.
- ☐ Transportation accessibility and availability.
- ☐ Promoting veterans' organizations that provide critical services for veterans within a community, region or on a statewide basis.
- ☐ Supporting existing programs identified by the ODVA Advisory Committee.



Section 6.2 b. Work Plan

Request for Grant Proposal screenshot:

6.2 b. WORK PLAN:

(4-PAGE LIMIT) A work plan may have one or more distinct projects. If the work plan has more than one project, applicants should outline which Goal(s) each project intends to fulfill. All projects should address:

- What are the identified needs for the project(s) to support veterans in your service area?
 - Include how the Applicant has determined what the needs of the veterans are? (e.g. historical data, survey results, focus group feedback etc.).
- Describe how the project's identified activities will address the identified needs of veterans.
- Describe how the Applicant intends to reach out to and engage veterans including veterans that may not be currently engaging with the Applicant.
- Describe how this work will help to close opportunity and accessibility gaps for those veterans who are historically and continuously underserved. (e.g. racial and ethnic groups, women, individuals with disabilities, rural, aging linguistically diverse, and LGBTQ+ veterans).
 - Include whether underserved veteran populations play a role in the design, decision making, and evaluation of the project.

Project Narrative template screenshot:

6.2 b.: Work Plan: (4-page limit) A work plan may have one or more distinct projects. If the work plan has more than one project, applicants should outline which Goal(s) each project intends to fulfill. Utilize RFP Section 6.2 b. to describe your work plan.



Section 6.2 c. Timeline *(project narrative template screenshot)*

6.2 c.: Timeline: *(2-page limit)*. Provide a methodical timeline to implement grant funded activities to achieve grant outcomes and goals. Utilize RFP Section 6.2. c. to develop your timeline.

Quarter	Timeline
<u>Q1: Jan 1- March 31, 2026</u>	
<u>Q2: April 1-June 30, 2026</u>	
<u>Q3: July 1 - September 30, 2026</u>	

<u>Q4: October 1- December 31, 2026</u>	
<u>Q5: Jan 1- March 31, 2027</u>	
<u>Q6: April 1-June 30, 2027</u>	



Section 6.2 d. Measurable Outcomes

Request for Grant Proposal screenshot:

6.2 d. OUTCOMES:

(2-PAGE LIMIT) Measurable outcomes must be included in the Proposal. Measurable outcomes must clearly demonstrate that the result of the grant funded project(s) achieves the selected goal(s).

- An outcome is a statement of a specific measurable change (result) that the Applicant aspires to achieve with a grant funded project.
- Measurable outcomes must provide specific data and other evidence that demonstrates if the program's objective(s) goal(s) were achieved.
- Outcomes demonstrate how the project will provide a positive and direct impact for veterans.

Outcomes should include:

- The number of unique (unduplicated) veterans served through the project.
- Number of traditionally underserved veterans (e.g., racially, ethnically, and linguistically diverse, LGBTQ+, individuals with disabilities, women, student, aging, and houseless, and justice involved, etc.) served by the program.
- Number of housing insecure veterans served by the program (if applicable to project).
- The number of engagements (i.e. interactions or encounters) with veterans expected from a grant funded project or position.

Project Narrative template screenshot:

6.2 d.: Measurable Outcomes: *(2-page limit)*. Measurable outcomes must be included in the Proposal. Measurable outcomes must clearly demonstrate that the result of the grant funded project(s) achieves the selected goal(s). Utilize RFP Section 6.2 d. to develop your outcomes.



Section 6.2 e. Applicant's Organizational Background, Capacity, and Fund Administration Abilities

6.2 e. APPLICANT'S ORGANIZATIONAL BACKGROUND, CAPACITY, AND FUND ADMINISTRATION ABILITIES:

(2-PAGE LIMIT) In this portion of the narrative, all of the following components should be addressed:

- The Applicant's Mission and Vision Statement.
- A brief history of the organization's current efforts in providing services to the community and how the organization has/will benefit veterans.
- Identify any partnerships your organization has that enhance your capacity to serve veterans.
- A statement about the Applicant's ability to use grant funds awarded in compliance with this RFGP and all applicable federal and state laws.
 - This statement would describe any compliance measures that your organization is required by law to comply with in order to provide services to the public.
- Organization's capacity to administer the grant, reach the goals, financial ability to pay for grant related expenses prior to reimbursement, and ability to spend grant funds appropriately within the Performance Period.
- Provide the following information:
 - How long the organization has been serving the community; and
 - A list of the Board members (or organizational leadership) and their capacity to oversee the grant's implementation; and
 - A list of the key person(s), in the organization, including contact information, which will have a significant role in overseeing operations for the project or administering the grant.



Section 6.2 f. Budget Narrative

- The maximum amount of a grant award is \$250,000.
- The Budget Narrative should have strong and specific ties to the work plan, goals, outcomes and budget in the proposal and provide the best benefit to veterans.
- Provide specific information about what will be purchased or paid for to successfully implement a project.
 - E.g. Salaries & employee benefits, program expenses, purchased professional & technical services, supplies, equipment, events, outreach, printing, postage, etc.
 - Administrative costs are limited to 10% of the total Grant Funds awarded.



Section 6.3 Budget Sheet

Applicants must provide the following:

- **A Budget-** line-item detail: Salaries & employee benefits, program expenses, purchased professional & technical services, supplies, equipment, events, outreach, printing, postage, etc.
 - **Matching funds**: optional
 - Administrative costs are limited to 10% of the total Grant Funds awarded.



Section 6.3 Budget Sheet

OREGON DEPARTMENT
of VETERANS' AFFAIRS

ODVA Veteran Services Grant Program
RFP Proposed Budget

Name of Organization:

Counties Served:

Select Budget Type: **RFP Proposed Budget**

Revision Number: **0**

Date:

List the grant project goal titles below (fund amounts for each project will automatically tally below):

	Goal #1	Goal #2	Goal #3	
Name of Goal	<input type="text"/>	<input type="text"/>	<input type="text"/>	TOTAL (must be at least \$25,000 & no more than \$250,000)
Project Goal Total	\$ -	\$ -	\$ -	\$ -

Name of person completing this budget

Name:

Phone No.:

E-mail:

Name of person authorized to approve the budget for the organization

Name:

Phone No.:

E-mail:

Submit this Excel file with grant application via the link on the ODVA website

Brenna Bandstra
C (971)388-8204
Brenna.BANDSTRA@odva.oregon.gov

Spend Down Goals	Percentage
3/31/2026	18%
6/30/2026	36%
9/31/2026	54%
12/31/2026	72%
3/31/2027	90%
6/30/2027	100%

< >

Cover Page

Grant Budget Detail

Asset Log

+



Grant Budget Detail

30



Section 6.4 Signed Organization IRS W-9

Form W-9 (Rev. October 2018) Department of the Treasury Internal Revenue Service		Request for Taxpayer Identification Number and Certification ► Go to www.irs.gov/FormW9 for instructions and the latest information.		Give Form to the requester. Do not send to the IRS.
Print or type. See Specific Instructions on page 3.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.			
	2 Business name/disregarded entity name, if different from above			
	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.			4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):
	<input type="checkbox"/> Individual/sole proprietor or single-member LLC			Exempt payee code (if any) _____
	<input type="checkbox"/> C Corporation			Exemption from FATCA reporting code (if any) _____ <small>(Applies to accounts maintained outside the U.S.)</small>
	<input type="checkbox"/> S Corporation			
	<input type="checkbox"/> Partnership			
<input type="checkbox"/> Trust/estate				
<input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► _____				
Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.				
<input type="checkbox"/> Other (see instructions) ► _____				
5 Address (number, street, and apt. or suite no.) See instructions.			Requester's name and address (optional)	
6 City, state, and ZIP code				
7 List account number(s) here (optional)				
Part I Taxpayer Identification Number (TIN)				
Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see <i>How to get a TIN</i> , later.				
Note: If the account is in more than one name, see the instructions for line 1. Also see <i>What Name and Number To Give the Requester</i> for guidelines on whose number to enter.				
Part II Certification				
Under penalties of perjury, I certify that:				



Section 6.4 Annual Operating Budget

Budget Book Report 10 GENERAL FUND									
VETERANS' SERVICES									
Actual	Actual	Final	FTE	Account	FTE	Proposed	Approve	Adopted	
0.00	1,910.83	5,000.00	0.00	3057 ODVA TRAVEL REIMBURSEMENT	0.00	0.00	0.00	0.00	
0.00	256.00	0.00	0.00	3150 REIMBURSEMENTS	0.00	0.00	0.00	0.00	
0.00	0.00	2,000.00	0.00	3220 GRANTS	0.00	0.00	0.00	0.00	
0.00	40.00	0.00	0.00	3290 MISCELLANEOUS	0.00	0.00	0.00	0.00	
142,831.58	153,327.70	157,830.00	0.00	3510 VET OFFICER REIMB	0.00	157,830.00	157,830.00	157,830.00	
89,731.00	124,772.96	73,968.00	0.00	3991 BEGINNING BALANCE	0.00	124,664.00	124,664.00	97,110.00	
232,562.58	280,307.49	238,798.00	0.00	TOTAL REVENUE	0.00	282,494.00	282,494.00	254,940.00	
232,562.58	280,307.49	238,798.00	0.00	TOTAL REVENUES	0.00	282,494.00	282,494.00	254,940.00	
1,969.58	30,034.63	0.00	0.00	5003 OFFICE SPECIALIST 2	0.00	0.00	0.00	0.00	
0.00	14,505.92	49,436.00	1.00	5007 OFFICE SPECIALIST 3	1.00	49,436.00	49,436.00	49,436.00	
0.00	11,097.50	21,000.00	0.00	5550 TEMPORARY HELP	0.00	21,000.00	21,000.00	21,000.00	
68,587.88	64,580.03	59,698.00	1.00	5590 VETERAN SERVICES OFFICER	2.00	67,642.00	127,294.00	127,294.00	
95,275.00	52,296.00	52,296.00	1.00	5592 ASSIST.VETERANS SERV.OFF.	1.00	59,652.00	59,652.00	59,652.00	
0.00	168.96	0.00	0.00	5920 OVERTIME	0.00	0.00	0.00	0.00	
6,257.93	4,339.98	3,851.00	0.00	5960 LONGEVITY PAY	0.00	2,746.00	2,746.00	2,746.00	
69,993.23	97,217.45	101,916.00	0.00	5980 FRINGE BENEFITS	0.00	85,600.00	119,572.00	119,572.00	
57,880.18	64,697.32	65,592.00	0.00	5985 PAYROLL COSTS	0.00	76,555.00	98,791.00	98,791.00	
0.00	0.00	21,218.00	0.00	5990 SALARY & BENEFITS ADJUSTMENTS	0.00	66,790.00	72,583.00	72,583.00	
299,963.80	338,937.79	375,007.00	3.00	TOTAL PERSONAL SERVICES	4.00	429,421.00	551,074.00	551,074.00	
1,139.88	2,361.02	3,500.00	0.00	6110 SUPPLIES	0.00	3,500.00	3,500.00	3,500.00	
224.89	1,254.94	2,000.00	0.00	6120 PRINTING & REPRODUCTION	0.00	2,000.00	2,000.00	2,000.00	
344.60	291.14	1,500.00	0.00	6150 POSTAGE	0.00	1,500.00	1,500.00	1,500.00	
0.00	1.10	0.00	0.00	6155 MAILING SERVICE	0.00	0.00	0.00	0.00	
0.00	4,852.54	47,000.00	0.00	6167 ODVA TRAVEL REIMBURSEMENT	0.00	40,000.00	40,000.00	40,000.00	
150.00	850.00	1,000.00	0.00	6170 SUBSCRIPTIONS & MEMBERSHIPS	0.00	1,000.00	1,000.00	1,000.00	
1,596.00	294.30	3,000.00	0.00	6195 P.C.'S, ACCESS, SOFTWARE	0.00	3,000.00	3,000.00	3,000.00	
1,103.16	3,572.33	3,000.00	0.00	6200 MEETINGS / TRAVEL	0.00	3,000.00	3,000.00	3,000.00	
0.00	425.00	0.00	0.00	6205 SEMINARS / SCHOOLS / TRAINING	0.00	0.00	0.00	0.00	
1,535.91	476.96	1,000.00	0.00	6250 TELEPHONE	0.00	1,000.00	1,000.00	1,000.00	

Budget Book Report 10 GENERAL FUND									
VETERANS' SERVICES									
Actual	Actual	Final	FTE	Account	FTE	Proposed	Approve	Adopted	
2,016.00	2,016.00	2,200.00	0.00	6290 EQUIPMENT RENTAL / LEASE	0.00	2,200.00	2,200.00	2,200.00	
0.00	0.00	0.00	0.00	6300 PROPERTY RENTAL / LEASE	0.00	40,000.00	40,000.00	40,000.00	
789.20	26,310.94	49,968.00	0.00	6330 OTHER CONTRACTED SERVICES	0.00	15,000.00	15,000.00	15,000.00	
6,196.60	3,805.14	5,000.00	0.00	6333 COMPUTER SUPPLIES & EQUIP.	0.00	5,000.00	5,000.00	5,000.00	
160.00	1,440.00	2,000.00	0.00	6405 CELL PHONE ALLOCATION	0.00	2,000.00	2,000.00	2,000.00	
15,256.24	47,951.41	121,168.00	0.00	TOTAL MATERIALS & SERVICES	0.00	119,200.00	119,200.00	119,200.00	
0.00	49,621.21	1.00	0.00	7460 MOTOR VEHICLE	0.00	1.00	1.00	1.00	
0.00	49,621.21	1.00	0.00	TOTAL CAPITAL OUTLAY	0.00	1.00	1.00	1.00	
315,220.04	436,510.41	496,176.00	3.00	TOTAL EXPENDITURES	4.00	548,622.00	670,275.00	670,275.00	
Department Recap									
232,562.58	280,307.49	238,798.00	0.00	Total Revenue	0.00	282,494.00	282,494.00	282,494.00	
232,562.58	280,307.49	238,798.00	0.00	Total Revenues	0.00	282,494.00	282,494.00	282,494.00	
299,963.80	338,937.79	375,007.00	3.00	Personal Services	4.00	429,421.00	551,074.00	551,074.00	
15,256.24	47,951.41	121,168.00	0.00	Materials & Service	0.00	119,200.00	119,200.00	119,200.00	
0.00	49,621.21	1.00	0.00	Capital Outlay	0.00	1.00	1.00	1.00	
315,220.04	436,510.41	496,176.00	3.00	Total Expenditures	4.00	548,622.00	670,275.00	670,275.00	
Fund Recap									
232,562.58	280,307.49	238,798.00	0.00	Total Revenue	0.00	282,494.00	282,494.00	282,494.00	
232,562.58	280,307.49	238,798.00	0.00	Total Revenues	0.00	282,494.00	282,494.00	282,494.00	
299,963.80	338,937.79	375,007.00	3.00	Personal Services	4.00	429,421.00	551,074.00	551,074.00	
15,256.24	47,951.41	121,168.00	0.00	Materials & Service	0.00	119,200.00	119,200.00	119,200.00	
0.00	49,621.21	1.00	0.00	Capital Outlay	0.00	1.00	1.00	1.00	
315,220.04	436,510.41	496,176.00	3.00	Total Expenditures	4.00	548,622.00	670,275.00	670,275.00	



Section 6.4 Proof of current (active) business registration with Oregon Secretary of State Corporation Division

OREGON SECRETARY OF STATE
Corporation Division

[HOME](#) [Business Xpress](#) [business name search](#) [oregon business guide](#)
[license directory](#) [business registry/renewal](#) [forms/fees](#) [notary public](#)
[uniform commercial code](#) [uniform commercial code search](#) [documents & data services](#)

Business Name Search

[New Search](#) [Printer Friendly](#) **Business Entity Data** 11-13-2023 08:57

Registry Nbr	Entity Type	Entity Status	Jurisdiction	Registry Date	Next Renewal Date	Renewal Due?
[REDACTED]	DNP	ACT	OREGON	04-08-2015	04-08-2024	
Entity Name [REDACTED]						
Foreign Name [REDACTED]						
Non Profit Type [REDACTED]						

Business Registry Business Name Search

Business Entity Names returned for:

Name: [REDACTED]

Using: Exact Words in Any Word Order

For Active and Inactive businesses.

[New Search](#)

10-23-2023

20:11

Record No	Entity Type	Entity Status	Registry Number	Name Status	Name	Assoc Search
1	DNP	ACT	[REDACTED]	CUR	[REDACTED]	Search



Section 6.4 Registration with Oregon Department of Justice

Charitable Activities

OREGON DEPARTMENT OF JUSTICE

Charitable Activities

Search the Oregon DOJ

ATTORNEY GENERAL

CHILD SUPPORT

CONSUMER PROTECTION

CHARITIES

CRIME VICTIMS

MEDIA

Wise Giving

Starting or Closing a Charity

Annual Reporting for Charities

Charitable Gaming

Laws & Guides for Charities

For Professional Fundraisers

DOJ Home / Charities / Wise Giving / Search Oregon Charities

Search Oregon Charities

Charitable Organizations Registered in Oregon

The information in this database relates to charities registered with the Department. Please note that religious and mutual benefit corporations are not required to register and may not be listed here.

25397
Charitable Organizations
registered with the State of Oregon
[Download Charity database file](#)

Search

Go Back To List

Mailing Address:

Status: Registered

Registration:

Federal Tax Status: 501(c)(3)

Federal EIN:

Category: 908 - Patriotic activities

Phone:

Purpose:

E-mail:



Section 6.4 Complete C-12 Form

Form	Charitable Activities Section Oregon Department of Justice	For Accounting Periods Beginning In:
CT-12 For Oregon Charities	100 SW Market Street Portland, OR 97201-5702 Email: charitable.activities@doj.state.or.us Website: http://www.doj.state.or.us	VOICE (971) 673-1880 TTY (800) 735-2900 FAX (971) 673-1882
		2021
Section I. General Information		
1. Cross Through Incorrect Items and Correct Here: (See instructions for change of name or accounting period.)		
Registration #: [REDACTED]		
Organization Name: [REDACTED]		
Address: [REDACTED]		
City, State, Zip: [REDACTED], [REDACTED]		
Phone: [REDACTED] Fax: [REDACTED]		
Email: [REDACTED]		
Period Beginning: 1/1/2021 Period Ending: 12/31/2021		
Amended Report? <input type="checkbox"/>		

Form	Charitable Activities Section Oregon Department of Justice	For Accounting Periods Beginning In:
CT-12 For Oregon Charities	100 SW Market Street Portland, OR 97201-5702 Email: charitable.activities@doj.state.or.us Website: http://www.doj.state.or.us	VOICE (971) 673-1880 TTY (800) 735-2900 FAX (971) 673-1882
		2022
Section I. General Information		
1. Cross Through Incorrect Items and Correct Here: (See instructions for change of name or accounting period.)		
Registration #: [REDACTED]		
Organization Name: [REDACTED]		
Address: [REDACTED]		
City, State, Zip: [REDACTED], [REDACTED]		
Phone: [REDACTED] Fax: [REDACTED]		
Email: [REDACTED]		
Period Beginning: 1/1/2021 Period Ending: 12/31/2021		
Amended Report? <input type="checkbox"/>		



Section 6.4 Complete 990 form

Form 990		EXTENDED TO NOVEMBER 15, 2023 Return of Organization Exempt From Income Tax		OMB No. 1545-0047	
Department of the Treasury Internal Revenue Service		Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations) Do not enter social security numbers on this form as it may be made public. Go to www.irs.gov/Form990 for instructions and the latest information.		2022 Open to Public Inspection	
A For the 2022 calendar year, or tax year beginning and ending					
B Check if applicable: <input type="checkbox"/> Address change <input type="checkbox"/> Name change <input type="checkbox"/> Initial return <input type="checkbox"/> Final return/terminated <input type="checkbox"/> Amended return <input type="checkbox"/> Application pending		C Name of organization [REDACTED] Doing business as Number and street (or P.O. box if mail is not delivered to street address) Room/suite [REDACTED] City or town, state or province, country, and ZIP or foreign postal code [REDACTED] F Name and address of principal officer: [REDACTED]		D Employer identification number **-***[REDACTED] E Telephone number [REDACTED] G Gross receipts \$ [REDACTED] H(a) Is this a group return for subordinates? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No H(b) Are all subordinates included? <input type="checkbox"/> Yes <input type="checkbox"/> No If "No," attach a list. See instructions H(c) Group exemption number	
I Tax-exempt status: <input checked="" type="checkbox"/> 501(c)(3) <input type="checkbox"/> 501(c) () (insert no.) <input type="checkbox"/> 4947(a)(1) or <input type="checkbox"/> 527					
J Website: [REDACTED]					
K Form of organization: <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Trust <input type="checkbox"/> Association <input type="checkbox"/> Other					
L Year of formation: 2014 M State of legal domicile: OR					
Part I Summary					
Activities & Governance	1 Briefly describe the organization's mission or most significant activities: [REDACTED]				
	2 Check this box <input type="checkbox"/> if the organization discontinued its operations or disposed of more than 25% of its net assets.				
	3 Number of voting members of the governing body (Part VI, line 1a)				5
	4 Number of independent voting members of the governing body (Part VI, line 1b)				5
	5 Total number of individuals employed in calendar year 2022 (Part V, line 2a)				12
	6 Total number of volunteers (estimate if necessary)				75
	7 a Total unrelated business revenue from Part VIII, column (C), line 12				0.
b Net unrelated business taxable income from Form 990-T, Part I, line 11				0.	



Submission Process



OREGON DEPARTMENT
of VETERANS' AFFAIRS

Veteran Services Grant 2025 Grant Application

Veteran Services Grant Proposals are due by 11:59 pm PST. on Monday, October 13, 2025.

Organization *

Point of Contact (POC) Name & Title

POC Email *

POC Number *

Authorized Signer *

Name & Title of the individual authorized to approve contracts/grant agreements for the organization.

Authorized Signer Email *

Organization Type *

County/Counties served *

Goal(s) of the Veteran Services Grant *

Select a minimum of 1 maximum of 3 for the proposed grant funded project(s).

Type of Services Provided *

Funds Requested *

File Upload *

Attachments - Use the file name format provided in the RFGP Section 5.1. Attachments must include all items from Section 6:

1. The Applicant Certification form,
2. Project Narrative,
3. The ODVA Project budget (template provided on ODVA website),
4. An IRS W-9, and
5. Current annual operating budget.

Nonprofits organized under 501(c)(3), 501(c)(23) or 501(c)(19) must attach:

1. Proof of current (active) business registration with Oregon Secretary of State Corporation Division; and
2. Registration with the Charitable Activities Section of the Oregon Department of Justice; and
3. The most recent Oregon Form CT-12 report filed with the Oregon Department of Justice; and
4. Previous 2-years of filed federal tax return (e.g.: IRS 990, S-Corp, etc.).

Additional OPTIONAL Attachments: Log(s) examples that will be used to track & report the data; position descriptions; etc.



Drop your files here
Browse

☐ Send me a copy of my responses

Submit



Modify/ Withdrawal Application

Modifications

- Email the Grants Coordinator to request an update link.
- Mark the email subject line “VSG Proposal Modification” and Organization name.
- Must include a written statement that the modification amends and supersedes its prior proposal
- Must be submitted prior to October 13, 2025 at 11:59 PM.

Withdrawals

- Must send a written notice.
- Must include a signed statement by an authorized representative.
- Email to the Grants Coordinator.
- Mark Email subject line “VSG Proposal Withdrawal” and Organization name.



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.



Evaluation & Review Process

1. Verify that each proposal meets the required elements.
2. Select an impartial Evaluation Committee.
3. The committee will conduct a comprehensive and impartial evaluation of the proposals, using the scoring rubric.
4. Make recommendation for approval and funding.
5. ODVA's Director has the final approval for funding.

Description	RFGP Section	Points
Workplan	6.2 b.	15
Timeline	6.2 c.	5
Outcomes	6.2 d.	5
Organizational Capacity	6.2 e.	3
Budget Narrative & Budget	6.2 f. and 6.3	5
Meeting Veterans' Needs	Overall	5
Totals		38



Evaluation & Review Process

ODVA may receive a total requested funding amount from grant applications that exceeds the amount of available funds.

Therefore, ODVA may not be able to fund all applications that meet the grant proposal requirements.



Award Announcement

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



The Grant Agreement

- Effective Dates & Performance Period
- Project Activities
- Disbursement Policy
- Funding Amount
- Reporting Requirements
- Includes:
 - Exhibit A: Proposal Narrative
 - Exhibit B: Proposal Budget
 - Exhibit C: Additional Reporting Requirements (related to the proposal's objectives, goals, and outcomes, and monitoring).





Questions?

This presentation is for guidance only. The OARs, ORS, and RFGP are the governing documents. Any conflicts will revert to the OARs, ORS, and the RFGP

Brenna Bandstra, ODVA Grants Coordinator
Strategic Partnerships
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