

# STATE OF MICHIGAN

Department of Military and Veterans Affairs

Michigan Veterans Affairs Agency

Fiscal Year 2024 Michigan Veteran Service Organizations Networking Grant

Notice of Funding Opportunity Announcement

## **AWARD INFORMATION**

**Funding Mechanism:** Grant

**Anticipated Number of Awards:** 10

**Award Amounts:** \$3,000

**Length of Grant:** 1 year (October 1, 2023, through September 30, 2024)

**Anticipated Project Start Date:** October 1, 2023

**Cost Sharing/Match Required:** No

**Eligible Applicants:** Grantee, or the selected fiduciary, must be a nonprofit organization (e.g., 501(c)3, 501(c)19, etc.) who serves veterans within the Prosperity Region identified (i.e., Michigan Veteran Service Organizations, nonprofit organizations who serve veterans in any capacity) or an established Michigan Veterans Community Action Team (VCAT), and established as a nonprofit organization who serves veterans within the Prosperity Region identified. A VCAT is given priority to the available funds within a region. A VCAT is an organization deemed a regional Veterans Community Action Team by the Michigan Veterans Affairs Agency (MVAA) and is focused on supporting Veteran Service Organizations and harnessing this network to address identified gap areas in serving veterans and their families within their prosperity region.

## **PURPOSE**

The MVAA will be accepting applications for Fiscal Year 2024 (FY24) for the Michigan Veterans Service Organizations Networking Grants (MiVSONG).

## **EXECUTIVE SUMMARY**

The MVAA was created through Executive Order 2013-2 and is the central coordinating agency that provides advocacy and support to Michigan veterans through a vast array of services. The MVAA employs the 'no wrong door' approach to reaching veterans to reduce barriers for education, health care, employment, quality of life, and advocacy with the United States Department of Veterans Affairs (USDVA) for connection to federal benefits.

The MVAA is housed within the Department of Military and Veterans Affairs (DMVA) and is the central coordinating agency responsible for the coordination of efforts in the State of Michigan providing advice and assistance to Michigan's veterans and eligible family members. The MVAA supports veterans directly with veterans' services while also supporting Veteran Service Organizations

Michigan is home to the 12th largest veterans' population in the country (as reported by USDVA GDX FY22) with an estimated 530,586 veterans, comprising 5.5 percent of the state's population. Historically, Michigan has ranked in the bottom third of the 50 states, two territories of Guam and Puerto Rico and the District of Columbia in the per capita receipt of federal expenditures. This is the reason that it is so

important to connect our philanthropic community partners to other veteran service providers. These networking sessions are designed to create a space where organizations can gain exposure to other services and resources for veterans and their families external to the USDVA.

### **PROGRAM DESCRIPTION**

The MiVSONG grants are made available to established Michigan Community Action Teams and in the absence of an established VCAT, it is available to nonprofit Veteran Service Organizations to assist the MVAA in employing the ‘no wrong door’ approach to reaching veterans, and veteran connected families, to reduce barriers for education, healthcare, employment, quality of life, and advocacy with the USDVA for connection to federal benefits.

Grant funding must be used to support no less than two professional networking opportunities for veteran service providers, advocates, and program contributors to connect, share information, simplify connections with local resources, reduce duplication of effort, and identify service gaps and disparities within a Prosperity Region. Ten grants will be awarded, one within each of Michigan’s ten Prosperity Regions (refer to the Prosperity Region Map on Page 5). This grant may also be utilized to fund a part time staff member or contracted employee in support of VCAT administrative operations in support of the two events.

### **ELIGIBILITY**

Organizational Requirements:

- Grantee must be a nonprofit organization (e.g., 501(c)3, 501(c)19, etc.), or have a selected fiduciary, whose mission/purpose statement is to serve veterans in any capacity.
- Grantee, or the selected fiduciary, must be able to provide a copy of its federal designation letter, governing by-laws and have a fully functioning board.
- Grantees must supply a minimum of two letters of support from partnering community organizations within the applicant’s Prosperity Region. It is preferable that one letter is from an organization operating outside of the applicant’s county, but in the same Prosperity Region.
- Priority will be given to established Veterans Community Action Teams in each region.

The applicant must complete and submit the attached Letter of Intent (LOI) to Apply, indicating that they are planning to apply for this grant. The LOI must be returned to [MVAAGrants@Michigan.gov](mailto:MVAAGrants@Michigan.gov) by **5pm p.m. EST on Friday, June 16, 2023.**

### **REQUIRED ACTIVITIES**

- Plan, host, and report on two or more networking events focused on interacting with other veteran service providers, organization, advocates, and program contributors in the Prosperity Region.
- The purpose of the networking events must be to connect, share information, train/educate attendees for the purpose of assisting the MVAA in employing the ‘no wrong door’ approach to reaching veterans, and veteran connected families. The MVAA goals also include the reduction of barriers for education, health care, employment, quality of life, and advocacy with the USDVA for connection to federal benefits quickly and efficiently.

**AWARD TOTAL: \$3,000 per Prosperity Region**

**Region 1** (counties: Baraga, Ontonagon, Houghton, Iron, Gogebic, Keweenaw, Alger, Dickinson, Marquette, Menominee, Delta, Schoolcraft, Chippewa, Luce, Mackinac)

**Region 2** (counties: Antrim, Benzie, Emmet, Charlevoix, Leelanau, Grand Traverse, Kalkaska, Manistee, Missaukee, Wexford)

**Region 3** (counties: Alpena, Alcona, Cheboygan, Presque Isle, Otsego, Montmorency, Crawford, Oscoda, Ogemaw, Iosco, Roscommon)

**Region 4** (counties: Mason, Lake, Osceola, Oceana, Newaygo, Mecosta, Allegan, Barry, Ottawa, Kent, Ionia, Montcalm, Muskegon)

**Region 5** (counties: Arenac, Bay, Clare, Gladwin, Isabella, Midland, Gratiot, Saginaw)

**Region 6** (counties: Genesee, Huron, Tuscola, Sanilac, Lapeer, St. Clair, Shiawassee)

**Region 7** (counties: Ingham, Clinton, Eaton)

**Region 8** (counties: Kalamazoo, Berrien, Branch, Calhoun, Cass, Van Buren, St. Joseph)

**Region 9** (counties: Monroe, Hillsdale, Jackson, Lenawee, Livingston, Washtenaw)

**Region 10** (counties: Oakland, Macomb, Wayne)

**PROJECT NARRATIVE INSTRUCTIONS**

- Identify how the networking events will allow attendees to connect, share information, train/educate attendees for the purpose of assisting the MVAA in employing the ‘no wrong door’ approach to reaching veterans, and veteran connected families.
- Identify how the networking events will assist the MVAA goals of reducing barriers for education, health care, employment, quality of life, and advocacy with the USDVA for connection to federal benefits quickly and efficiently.

**APPLICATION AND BUDGET INSTRUCTIONS**

- Completed applications are due to [MVAAGrants@Michigan.gov](mailto:MVAAGrants@Michigan.gov) by 5:00pm EST on Thursday, July 13, 2023.
- The Project Narrative will be a maximum of 5 pages, not including any attachments. The document must be specific and concrete for each event. It must include all relevant details, such as the events purpose and all planning and hosting arrangements.
- The Budget Narrative/Justification must clearly justify the expense of items and services to meet the goals of each networking event and support the Project Narrative. The Budget Narrative/Justification must match the costs identified in the Item and Service Budget Request Form. The proposed costs must be reasonable, allowable, allocable, and necessary for the supported activity.
- All forms/templates will be part of the application and will be supplied by the MVAA.
- Receipts for all expenditures will be required with the Final Report to justify allowable expenditures (refer to the Expense Guide on Page 6).

## **DATA COLLECTION, PERFORMANCE MEASUREMENT AND REPORTING**

The MVAA will supply all the required reporting templates. The forms may not be altered in any manner.

The Grantee will be responsible for collecting and sharing information with the Grantor on each networking event as they occur during the grant cycle in a format prescribed by the Grantor. Event reports must be received no later than 30 days after the date of the event. Event information will include Prosperity Region, date, time, event location, list of attendees with contact information and their scope of service to veterans.

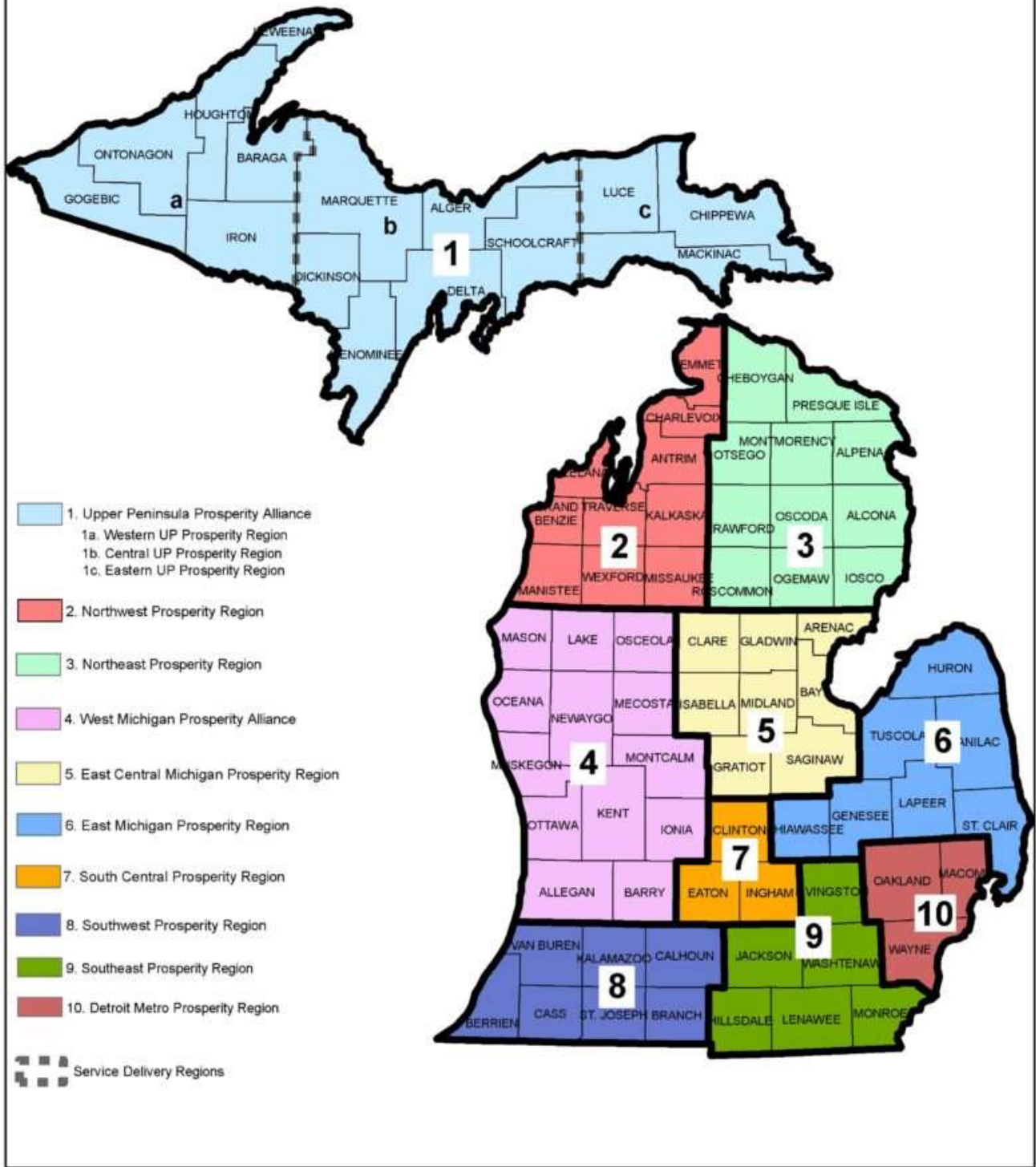
Grantees will also be required to submit a Final Budget and Year-End Report with itemized receipts in a format prescribed by the Grantor. Additional reports and/or supporting documents may be required depending on the approved Project Narrative. If this is the case, the additional requirements will be outlined in the Grant Agreement.

## **MONITORING**

All grant recipients will be subject to monitoring of performance, expenditures, and data collection. Monitoring and audits will be conducted by the MVAA. Standardized templates for reporting and data collection will be provided with the Grant Award Letter. Any funds not expended by September 30, 2024, must be returned to the State of Michigan.

If the MVAA determines, by audit or otherwise, that a Grantee expended the grant funds received for purposes other than those approved and listed in the Grant Agreement or Amendment, the MVAA shall not approve the improperly expended amounts and those funds must be returned to the State of Michigan.

# State of Michigan Prosperity Regions



**MiVSONG Expense Guide**

An amount of \$3,000 to be utilized by the Grantee to support the following:

At least two networking events to connect, share information, train/educate veteran service providers, advocates, and program contributors for the purpose of assisting the MVAA in employing the ‘no wrong door’ approach to reaching veterans, and veteran connected families. The MVAA goals also include the reduction of barriers for education, health care, employment, quality of life, and advocacy with the USDVA for connection to federal benefits quickly and efficiently. The networking events purpose should be clearly outlined in the Application Narrative. In addition, the Budget Narrative/Justification should clearly justify the expense to meet the goals.

Grantees cannot utilize more than 75 percent of the grant funds on a single event.

<b>Allowable Use of Funds</b>	<b>Disallowable Use of Funds</b>
<ul style="list-style-type: none"> <li>• Staff Salary/Contract Employee for VCAT administrative purposes</li> <li>• Facility Rental</li> <li>• IT/Media Usage fees</li> <li>• Printing (flyers, informational brochures, event staff t-shirts, &amp; name tags)</li> <li>• Advertising (print, radio, &amp; social media)</li> <li>• Food and/or Non-alcoholic Beverages (on-site meals or snacks)</li> <li>• On-site staff (security, facilities maintenance; does not include volunteers or community service providers)</li> <li>• Vendor Registration Fees (not to exceed \$250 per event)</li> </ul>	<ul style="list-style-type: none"> <li>• Swag or promotional giveaway items</li> <li>• Raffle items</li> <li>• Gas cards or gift cards</li> <li>• Entertainment</li> <li>• Lodging</li> <li>• Travel costs for volunteers or community service providers</li> <li>• Any expenses not directly related to the networking event</li> </ul>
<p>This is not an exhaustive list. Any item/service not listed may be considered disallowable. The Grantee should justify all expenditures and how they meet the goals of the grant in the Application Narrative. All expenditures must be listed on the Item/Service Budget Request Form. If an item is not approved in the original Grant Agreement or through an amendment, it is not authorized, and the expense will be the responsibility of the applicant.</p>	