

STATE OF MICHIGAN

Department of Military and Veterans Affairs

Michigan Veterans Affairs Agency

Fiscal Year 2024 Michigan Veteran Service Organizations Capital Outlay Grant

Notice of Funding Opportunity Announcement

AWARD INFORMATION

Funding Mechanism: Grant

Anticipated Number of Awards: 1

Award Amounts: \$2,080.50

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 State of Michigan and owns the physical location or asset listed in the application to be repaired or improved.

PURPOSE

The MVAA will be accepting applications for Fiscal Year 2024 (FY24) for the Michigan Veterans Service Organizations Capital Outlay Grant (VSOCOG).

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

PROGRAM DESCRIPTION

The VSOCOG grant is made available to nonprofit Veteran Service Organizations identified as Veteran Service Organizations who have a physical building in their community.

Grant funding is made available to support necessary Capital Outlay projects/improvements to a physical building for a Veteran Service Organization. This is a competitive grant, and all Veteran Service Organizations are encouraged to apply.

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 as a Veteran Service Organization.
- Grantee, or the selected fiduciary, must be able to provide a copy of its federal designation letter and 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.

The applicant must complete and submit the 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 by 5pm EST on Friday, May 26, 2023.

REQUIRED ACTIVITIES

- Complete a repair or improvement to support ADA compliant, necessary repairs to prevent condemning a building, and/or repairs necessary to support a safe and clean environment for its members. MVAA goals also include the reduction of barriers for education, health care, employment, quality of life, and advocacy with the U.S. Department of Veterans Affairs (USDVA) for connection to federal benefits quickly and efficiently. The project purpose, planning, and completion should be clearly outlined in the application Project Narrative. In addition, the Budget Justification should clearly justify the expense of items and services to meet the goals.

APPLICATION AND BUDGET INSTRUCTIONS

- Completed applications are due to MVAAGrants@Michigan.gov by 5pm EST on Monday, July 10, 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.
- The Budget Narrative/Justification must clearly justify the expense of items and services to meet the goals of the project/improvement 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.

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 the entirety of the project. It is required that the project be completed if matching funds are utilized within the fiscal year and that the project completion be verified by pictures or an onsite visit.

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.

The Grantee agrees to submit the final report, including all supporting documents for expenses, no later than October 5, 2024.

MONITORING

All grant recipients will be subject to grant 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.

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.

VSOCOG Expense Guide

An amount of \$2,080.50 to be utilized by the Grantee to support the following:

<u>Allowable Use of Funds</u>	<u>Disallowable Use of Funds</u>
<ul style="list-style-type: none">• Equipment Rental• IT/Media Enhancements• On-site staff• Contractor fees for service and/or materials	<ul style="list-style-type: none">• Any expenses not directly related to the approved project with prior approval
<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>	