

WDVA ENTREPRENEURSHIP GRANT PROGRAM (FY-23)

FREQUENTLY ASKED QUESTIONS

Our organization is not considered a registered 501(C)(3) or a 501(c)(6). Are we eligible to apply?

No, the Entrepreneurship Grant funds are for nonprofit organizations that are registered as a 501(C)(3) or 501(c)(6).

Our organization is not registered with the Wisconsin Department of Financial Institutions (DFI/WDFI) but we are in good standing. Are we eligible to apply?

The organization must be registered and in good standing with the Wisconsin Department of Financial Institutions (DFI/WDFI) by the application deadline of **August 10, 2022**.

Our organization is not based in Wisconsin, but we operate in Wisconsin. Are we eligible to apply?

If your application clearly demonstrates that your organization is a registered 501(c)(3) or 501(c)(6), is registered and in good standing with WDFI, and all grant funds are to benefit the veterans of the state of Wisconsin, you may apply for the grant.

How are the applications graded for consideration?

All applications are rated based on a 100-point system. The criteria and point system are located on the grant application.

Who makes the final determination for the grant?

The Evaluation Committee, comprised of at least one member of the Board of Veterans Affairs and other individuals appointed by the Department, evaluates the applications on a 100-point scale as described in the grant application.

Are there any similar grants that you offer for nonprofit organizations?

WDVA offers a Nonprofit Grant Program available to registered 501(c)(3) nonprofit organizations that provide assistance to veterans and/or their families. The announcement was published [July 11, 2022](#). The eligibility requirements and the deadline to apply for the grant is listed in the announcement. The grant period for the fiscal year 2023 Non-Profit Grant is currently closed.

The Veteran Employment Grant is an incentive program to support businesses hiring honorably discharged veterans with a 50 percent or more service-connected disability. To learn more, please go to the WDVA website and select the Benefits/Employment/Employer Resources tabs.

<https://dva.wi.gov/Pages/educationEmployment/EmploymentEmployers.aspx>

What is the amount that we can request for the grant?

Please refer to the Public Notice Announcement for the maximum amount that can be received and applied for.

Does our organization have a better chance of being approved based on the amount requested?

There is no recommended amount in which to apply for. The amount applied for will not impact the approval or denial of the grant award. The amount requested should be in relation to the planned program and not more than the amount posted in the public notice announcement. The Evaluation Committee evaluates applicants based on multiple factors as described in the application.

We are a new organization and do not have an annual report. What documents are acceptable to submit?

Per the application, you can also submit other literature summarizing your program(s).

We are a new organization and do not have income statement and balance sheet for the most recent fiscal year.

Please submit your organizations business plan and full budget plan with your application.

The name of our organization has changed since we requested our nonprofit status from the Internal Revenue Service (IRS). Will we need to provide any additional documentation to reflect this?

Yes, per the application, a letter from the IRS is required as verification of your organization's tax status. The name on the IRS letter must match the name of the applicant on the application. It is not permitted to have another organization with proper status serve as a surrogate applicant or sponsor. You will need to provide the necessary documentation that the IRS determines your specific organization's (name on the application) status as a 501(c)(3) or 501(c)(6).

If our organization is awarded the grant, will the funds go directly to us or our head organization?

The funds will be dispersed to the "Applicant" listed on the application. A separate bank account for the funds will be required as stated in the terms and conditions of the application.

Can a veteran from out of state attend a training class given by an Entrepreneurship Grant recipient in Wisconsin?

The grantee is responsible for determining eligibility of veterans for the program(s). For a grant participant to receive services from the grantee that are funded by this grant, a grantee must submit a certification request to the Department to verify eligibility of each grant participant. Services can only be provided by the grantee to grant participants verified by the Department as eligible on forms approved by the Department. The attending veteran must meet requirements of Wisconsin Statute § 45.01(12) and, consistent with Wisconsin Statute §45.02(2), be a resident of Wisconsin and live in the State. Violation of this use may result in an obligation to return the full grant award.

Can a grant recipient use the funds for a different purpose or add another item after the grant has been received?

The grant funds must be used for the intended purpose as outlined in the original grant proposal, subsequently approved by WDVA. Grant funds shall only be used for the payment or reimbursement of reasonable and appropriate expenses to the approved purpose of this grant. Violation of this use may result in an obligation to return the full grant awarded.

Can the grant be used for employee salaries?

Grant funds are not to be used to supplant existing employee salaries. Not more than 50 percent of grant funds may be used for employee wages, compensation, travel, and related expenses assignable to the approved purpose of the grant for staff hired exclusively to implement and administer the program(s). Violation of this use may result in an obligation to return the full grant awarded.

Are the grant funds equally disbursed by the number of applications received?

The total amount of the grant, \$300,000 is pooled and awarded based on the scoring criteria. WDVA retains full discretion on the amount of any award determined, including caps on awards to provide a wider distribution within the state.

Can the grant be used for start-up costs?

Yes, a nonprofit grant request/proposal could include (for the veteran) actual start-up costs, entrepreneurship training, technical assistance, etc.

What is the preferred method to submit the application?

You may only mail or e-mail your application. WDVA does not permit faxing the application due to transmittal issues and the potential for poor printing quality. WDVA staff may be working remotely on some days of the week, therefore, we recommend that you email your application to the email address listed on the application and announcement.

If I send the application via postal mail, does it need to be received by you/on the deadline?

No, if the application is postmarked before the application deadline of **August 10**, 2022 it is considered to be submitted on time.

The grant announcement lists an e-mail address for sending an application. Is there a specific person that I can send to the application to directly?

The e-mail address listed in the announcement is a general inbox address for grant applications. This email address will ensure a timely delivery versus if you send it directly to a WDVA employee.

If I forget to include anything with the application, will you let me know?

The Department will attempt to notify the applicant of an incomplete application and, if notified, the notification will be instructed to resubmit a complete application. Please see application instruction sheet. The agency will attempt to notify any applicant(s) of an incomplete application up to 24 hours before the application deadline. If applicant(s) submit any application(s) within less than 24 hours of the deadline the agency may not be able to respond.

How will I know if you received my application?

WDVA will contact the individual listed on the grant application once we have received your completed application. If the application is submitted via email to the grant's inbox at vetsbenefitsgrants@dva.wisconsin.gov, the applicant will be notified via an automatic email that the agency has received the application. If application is submitted via mail, the applicant will be notified within 3 business days of receiving the application via email. Receipt of the email does not guarantee that what was submitted was a complete application, but simply that the Department either received the email or mail containing what was submitted by the applicant.

Who should the letter of support and/or the cover letter be addressed to?

The letter of support and/or the cover letter should be addressed to the Wisconsin Department of Veterans Affairs.

How old can the letters of support be dated?

The letters of support should be current within one year of the application announcement.

May I use a letter of support that is dated over a year old?

No.

May my application be submitted in Word format?

No. The application and all application materials must be in PDF format. If not in PDF format, the application will be considered incomplete and not accepted.