

APPLICATION FOR COUNTY VETERANS SERVICE GRANT

The information requested on this form is authorized for collection by Ch. 45, Wis. Stats. and s. VA 8.02, Wis. Admin. Code. The information collected is used to determine eligibility for programs administered by the department. Completion of this form is voluntary; however, failure to furnish the requested information may result in denial of eligibility for programs. Personally identifiable information collected on this form is not likely to be used for any other purpose. This department does not discriminate on the basis of race, color, national origin, sex, religion, age, or disability, in employment or provision of services.

Pursuant to Wis. Stat. § 45.82(1), _____,
County, hereby applies for a County Veterans Service Grant for the fiscal year beginning **January 1, 2023**, and ending **December 31, 2023**, for the purpose of extending and strengthening service of veterans of this county. Personnel now employed in fiscal year 2023, to operate this County Veterans Service office are:

Job Title

County Veterans Service Officer (CVSO)

(Choose one: Full-Time Part-Time)

Assistant County Veterans Service Officer (Insert County job title if different than ACVSO):

(List any added positions proposed for the office for the coming fiscal year, with salaries.)

Unless this application is solely for the part-time grant of \$550, the application is hereby agreed to by the _____, **County Board** to include all of the following conditions:

1. The CVSO will be employed full-time in that position.
2. As a minimum condition, the County Veterans Service Office in this County will be maintained, open, and staffed during normal county office hours.
3. The CVSO will be authorized to attend County Veterans Service conferences, institutes, workshops, and training sessions conducted by the Wisconsin Department of Veterans Affairs (WDVA) or the U.S. Department of Veterans Affairs (USDVA) as a regular part of his or her duties and will be provided equitable allowance or reimbursement for all necessary travel required in veterans service at the same rate all other county employees are paid.
4. This application and other materials submitted to the WDVA constitute public records subject to disclosure under Wisconsin Public Records Law, Wis. Stat. §§ 19.31-19.39. If the Applicant is awarded a grant, the Applicant agrees to fully cooperate with any request WDVA makes to the Applicant for records

pertaining to its work under the Grant should the Department receive an Open Records Request for any records pertaining to the Grantee's work pursuant to this Grant that are held by the Grantee.

5. The applicant agrees that no grant appropriated funds will be paid to any person for influencing or attempting to influence an officer or employee of any State of Wisconsin agency, any member of the Wisconsin Legislature, or an employee of a member of the Legislature in connection with the awarding of any state contract, the making of any state grant, the making of any state loan, the entering into any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Wisconsin contract, grant, loan, or cooperative agreement. The applicant further agrees that no grant appropriated funds will be used to contact, or urge the public to contact, members or employees of any legislative body for the purpose of proposing, supporting, or opposing legislation, or to advocate the adoption or rejection of legislation.

6. As a condition of receiving the Grant funds, each County Veterans Service Office awarded the Grant funds will be required to sign a Grant Agreement. Funds awarded may be reduced, suspended, or terminated at any time for violations of any terms and requirements of this Grant Application or the subsequently entered into Grant Agreement.

7. By submitting this application, I certify that the applicant has disclosed and will continue to disclose any occurrences or events that could have an adverse material impact on the project. Adverse material impact includes, but is not limited to, lawsuits involving the County Veterans Service Office; criminal or civil actions against any staff of the County Veterans Service Office for work done or associated with their work for the County Veterans Service Office; failure to keep open, maintain its operations, and staff the Tribal Veteran Service Office during normal tribal or band office hours; or any event that may impact the reputation of the Tribal Veterans Service Office.

8. The contents of this application will become a contractual obligation if the application is awarded a grant.

9. The applicant agrees that the grant application may not be modified, altered, amended, or otherwise changed except upon written consent by each of the Parties hereto.

10. By submitting this application, I certify that the designated signatory official has the authority to sign on behalf of the applicant. The person signing and submitting this Grant Application represents, warrants, and certifies that the execution and delivery of the Grant Application and the performance of such party's obligations hereunder have been duly authorized by the grant applicant and that the person signing and submitting this Grant has the authority to accept funds if funds are awarded and to the best knowledge and belief of the person signing and submitting this application, the information submitted is true and correct.

11. If a grant is awarded, then the proceeds of that grant will not be distributed or used to benefit any organization or individual supporting or engaged in unlawful activities and shall solely be used consistent with the requirements of the Grant Agreement and any applicable law including Ch. 45, Wis. Stats. and any applicable administrative code provisions including s. VA 8.02, Wis. Admin. Code.



12. If the applicant is awarded a grant, the grant received will not be allocated for use by another county department nor may the county reduce funding to a county veterans service office based upon receipt of a grant, pursuant to Wis. Stat. § 45.82(2). Grant funds shall be maintained in a separate account subject to audit by the WDVA.

The undersigned certifies they are authorized to complete this application.

County Veterans Service Officer signature

Chairperson, County Board or other official designated to sign for the county signature

Printed Name

Printed Name

Date

Date

Please submit with this application (**WDVA 0055B**) a certified copy of the budget adopted by the county board for county veterans service office operation for calendar year **2023** to include the proposed use of the fiscal year **2023** county veterans service grant (sample format attached), grant agreement (**WDVA 0055C**), federal benefits service delivery report (**WDVA 0055D**), statement in the application cover letter which addresses success in meeting the previous year’s goals and objectives (if applicable) and include the goals and objectives for this grant period and letter from the county executive, administrator or administrative coordinator, to certify that it employs a county veteran service officer, appointed under civil service procedures in accordance with Wis. Stat. § 45.82(2) and/or Act 150 (i.e., Wis. Stat. § 230.15).



**GRANT AGREEMENT
BETWEEN THE STATE OF WISCONSIN, DEPARTMENT OF VETERANS AFFAIRS
AND THE COUNTY VETERANS SERVICE OFFICER**

This agreement is made and entered into effect this **1st day of January, 2023**, between the Department of Veterans Affairs (hereinafter referred to as the “Department”), **the County of** _____ **and the** _____ **County Veterans Service officer (hereinafter referred to as the CVSO).**

The CVSO shall file a grant application with the Department of Veterans Affairs for the current fiscal year, which shall include a **certified** copy of the budget **adopted** by the county board for county veterans service office operation for calendar year **2023** to include the proposed use of the fiscal year **2023** county veterans service grant (sample format attached), grant agreement (WDVA 0055C), federal benefits service delivery report (WDVA 0055D), statement in the application cover letter which addresses success in meeting the previous year goals and objectives (if applicable) and include the goals and objectives for this grant period and letter from the county executive, administrator or administrative coordinator, to certify that it employs a county veteran service officer, appointed under civil service procedures in accordance with Wis. Stat. § 45.82(2) and/or Act 150 (i.e., Wis. Stat. § 230.15).

The attached statement of goals and objectives for **January 1, 2023** through **December 31, 2023** is a part of this agreement. The CVSO agrees to provide the Department with relevant information pertaining to the achievement of those goals and objectives. Grant funds shall be maintained in a separate account subject to audit by the Wisconsin Department of Veterans Affairs.

The provision of services to former military personnel, dependents, and survivors covered by this agreement shall be from **January 1, 2023**, through **December 31, 2023**.

This agreement may only be modified at any time by mutual written agreement.

Notices and demands required or permitted to be given here under shall be given by personal delivery or by registered or certified mail, postage prepaid, return receipt requested, addressed to:

Wisconsin Department of Veterans Affairs
Deputy Division Administrator
Division of Veterans Benefits
P.O. Box 7843
Madison, WI 53713-7843

CVSO:

Printed Name

Street Address

City, State, Zip Code

Telephone number/Email address

It is the intention of the state to maintain an open and public process in the solicitation, submission, review, and approval of procurement activities.

The Parties recognize that this agreement is subject to the Wisconsin Public Records Law.

The County shall perform its services hereunder as an independent contractor, and nothing contained in this agreement shall be construed so as to create an employer/employee relationship between the parties. The County shall maintain exclusive control over personnel and salary policies relative to its employees. All salaries, health insurance, retirement benefits, car expenses, worker's compensation, or disability benefits relative to such personnel shall be paid by the County.

The County shall at all times comply with and observe all federal and state laws, local laws, ordinances, and regulations which are in effect during the Period of Performance of this agreement and which in any manner affect the work or its conduct.

No right or duty in whole or in part of the County under this agreement may be assigned or delegated without the prior written consent of the State of Wisconsin.

The County will indemnify and hold harmless the State of Wisconsin and all of its officers, agents and employees from all suits, actions, or claims of any character brought for or on account of any injuries or damages received by any persons or property resulting from the operations of the County in prosecuting work under this agreement.

No waiver of default by the Department of any of the terms, covenants, and conditions hereof to be performed, kept, and observed by the County shall be construed, or shall operate, as a waiver of any subsequent default of any of the terms, covenants, or conditions herein contained to be performed, kept, and observed by the County.

Consistent with Wis. Stat. §45.82(1), if awarded a grant pursuant to this Agreement, a county may not allocate any portion of the grant for use by another county department nor may the county reduce funding to the county veterans service office based upon receipt of the grant.

The State of Wisconsin reserves the right to cancel this agreement in whole or in part without penalty due to non-appropriation of funds or for failure of the County to comply with terms, conditions, and specifications of this agreement.

Except for the attached statement of goals and objectives for January 1, 2023 through December 31, 2023, which is part of and incorporated into this agreement, the written agreement constitutes the entire agreement between the Department and the County and supersedes all proposals or prior agreements, oral or written and all other communications between the parties relating to the subject matter of this agreement.

Each person signing this agreement represents and warrants that he or she is duly authorized and has legal capacity to execute and deliver this agreement. Each party represents and warrants to the other that the execution and delivery of the agreement and the performance of such party's obligations hereunder have been duly authorized and that the agreement is a valid and legal agreement binding on such party and enforceable in accordance with its terms.



In Witness Whereof, the parties hereto have hereunto subscribed their names and dates of said signatures.

STATE OF WISCONSIN
DEPARTMENT OF VETERAN AFFAIRS

BY: _____
Deputy Division Administrator
Division of Veterans Benefits

Witness to state signature

Printed Name

Printed Name of Witness

Date

Date

COUNTY OF _____
STATE OF WISCONSIN

County Veterans Service Officer signature

Witness to county signature

Printed Name

Printed Name of Witness

Date

Date



COUNTY VETERANS SERVICE GRANT — FEDERAL BENEFITS SERVICE DELIVERY REPORT

The information requested on this form is authorized for collection by Ch. 45, Wis. Stats. and VA 8.02, Wis. Admin. Code. Please only provide the aggregate number of forms/applications for each benefit listed and do not provide any personally identifiable information with respect to the veterans for whom these forms/applications were submitted.

REPORT FOR CALENDAR YEAR **2022**; FOR _____, CVSO
From **January 1, 2022**, to **December 31, 2022**.

FEDERAL BENEFITS

ACTIVITY	NUMBER	COMMENTS
Power of Attorney Indicate the number of new VA Form 21-22s submitted to WDVA/Other VSOs for representation.	/	
Disability Compensation Indicate the number of new VA Form 21-526s reconsiderations VA 21-526 or 21-527 or other communications submitted for compensation benefits to WDVA/VA or other VSO.		
Pension Indicate the number of VA Form 21-527s or other communications submitted for veterans Pension benefits to WDVA/VA or other VSO.		
Medical Expenses for Pension Indicate the number of VA Form 21p-8416s submitted for Unreimbursed Medical Expenses for pension and death pension to WDVA/VA or other VSO.		
Loan Guaranty Indicate the number of Federal Home Loan applications submitted.		
Educational Indicate the number of Federal Educational benefit applications submitted.		
Vocational Rehabilitation Indicate the number of Federal VocRehab applications submitted.		
Medical Indicate the number of VA Form 1010EZ forms submitted for enrollment into VA Healthcare.		
USDVA Notice of Disagreement Indicate the number of Notice of Disagreements, VA Form 21-0958, DRO Request forms submitted to WDVA/VA or other VSO.		
USDVA Waiver Requests Indicate the number of requests for waivers of Federal benefits regulations submitted.		
BVA Appeals Indicate the number of VA Form 9s submitted to WDVA/VA or other VSO.		



<p>Insurance Indicate the number of applications for VA Insurance programs submitted.</p>		
<p>Burial Allowances Indicate the number of applications for VA Burial Allowance submitted.</p>		
<p>Flag Applications Indicate the number of applications submitted for Burial Flags.</p>		
<p>Marker Applications Indicate the number of applications submitted for Burial Markers.</p>		
<p>DIC Indicate the number of applications for Dependency and Indemnity Compensation, VA Form 21-534, submitted to WDVA/VA or other VSO.</p>		
<p>Survivor's Pension Indicate the number of applications for VA Death Pension, VA Form 21-534, submitted to WDVA/VA or other VSO.</p>		
<p>Discharge Correction Indicate the number of applications for discharge upgrades submitted.</p>		
<p>Miscellaneous Indicate the number of applications for other federal benefits, not listed, submitted by your office. Include types in comments.</p>		



COUNTY VETERANS SERVICE OFFICE GRANT PROPOSED BUDGET FORMAT

[Grant Year] 2023

[County Name] COUNTY

GRANT AMOUNT: \$13,000 [Example]

	Proposed Budget	Time Frame
Advertising of Veterans Programs and CVSO office (general)	\$ 680.00	Monthly
WDVA Targeted Initiative: Outreach		
Promotion of WDVA benefits, program and services	\$ 600.00	Jan-Mar
Veterans Benefits and Job Fairs	\$ 920.00	May or October
Homeless Veterans Initiative	\$ 400.00	Spring
Veterans Homes	\$ 600.00	March
	\$ 2,520.00	
Pre-Registration Programs:		
State Veterans Cemeteries (King, Northern, Southern)	\$ 1,000.00	Ongoing
Veterans Homes (Chippewa Falls, King, Union Grove)	\$ 900.00	Ongoing
	\$ 1,900.00	
WDVA or VA Conference and Training Cost	\$ 300.00	Spring, Fall
Develop relationships with community agencies offering benefits needed by veterans (employment, rehabilitation, counseling, emergency needs)	\$ 900.00	Ongoing
Office Expenses (Related to CVSO Grant Administration):		
Copier Lease	\$ 500.00	
Computer Support	\$ 700.00	
Postage for Outreach to Veterans	\$ 500.00	
	\$ 1,700.00	
Education and Training outreach for employed veterans at risk of losing their jobs	\$ 500.00	Jan-Jul
Publicity of Federal Compensation and Pension Benefits	\$ 500.00	Quarterly
Cost of Transportation for Veterans to VA Appointments	\$ 500.00	
Cost of Transportation of Personnel to WDVA/VA Training	\$ 500.00	
Supplemental Salary of CVSO Staff	\$ 3,000.00	Ongoing
TOTAL	\$ 13,000.00	