

Scott Walker, Governor

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**STATE OF WISCONSIN
DEPARTMENT OF VETERANS AFFAIRS
Division of Veterans Benefits**

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WDVA Bulletin No. 1036

TO: County Veterans Service Offices

SUBJECT: 2016 County Veterans' Service Reimbursement Grant Requests

In accordance with the newly revised Wis. Stats. § 45.82, counties that meet statutory standards and employ a full or part-time County Veterans Service Officer (CVSO) are eligible for a grant from the Wisconsin Department of Veterans Affairs (WDVA) for the improvement of services, on a reimbursable basis. The WDVA shall twice yearly reimburse grant recipients for documented expenses, subject to the statutory annual reimbursement limits.

To request reimbursement for documented expenses, a County must complete **WDVA FORM #0055G** (County Veterans Service Reimbursement Grant Worksheet) and submit it to WDVA as follows:

1st Reimbursement Grant Period: WDVA FORM #0055G must be provided to WDVA by January 15, 2016 for documented expenses incurred July 1, 2015 – December 31, 2015.

2nd Reimbursement Grant Period: WDVA FORM #0055G must be provided to WDVA by June 15, 2016 for documented expenses incurred January 1, 2016 – June 15, 2016.

WDVA FORM #0055G can be completed and submitted to WDVA as frequently as reasonably necessary throughout the fiscal year; however, reimbursement requests submitted after January 15, 2016, will not be processed until the end of the second reimbursement period. The county's county executive, administrator, administrative coordinator or finance director, must fully review and then certify that the completed County Veterans Service Reimbursement Grant Worksheet is complete and accurate. If a County intends to request reimbursement for the current reimbursement period, the deadline is **January 15, 2016**. Any submissions after that date will not be considered.

For questions regarding the **2016** CVSO Grant, please call 1-800-WIS-VETS (947-8387) and ask to speak with Chad McCafferty, or submit an email to VetsBenefitsGrants@dva.wisconsin.gov.