



Wis. Stats. Chapter 45

Wisconsin Department of Veterans Affairs

STATE OF WISCONSIN, DEPARTMENT OF VETERANS AFFAIRS
2135 Rimrock Road, P.O. Box 7843, Madison, WI 53707-7843
(608) 266-1311 | 1-800-WIS-VETS (947-8387)

NONPROFIT GRANT
SERVICE DELIVERY REPORT REQUIREMENTS

FY20 Nonprofit Grant – Service Delivery Report Requirements

Grantees are required to submit a service delivery report (SDR) that includes outcomes and expenditures of your program to the Wisconsin Department of Veterans Affairs by July 31, 2020. Listed below is information that is required to be included in the SDR. We appreciate all you do to support veterans in Wisconsin and look forward to reviewing the outcomes and impact on the community.

Service Delivery Report Requirements

- A cover letter summarizing the Service Delivery Report.
The grant amount requested, the grant amount received, and a detailed accounting of grant expenditures (e.g. administrative and program cost, marketing, materials, travel).
Information relating to the effectiveness of the grant program and services funded by the grant using the following guidelines:
- Description of the service(s) provided
- Timeline for provision of service(s)
- Service delivery method
- Number of veterans served and the service(s) they received
- The outcome of the service(s) provided to each veteran
The number of veterans and/or their family members assisted by the grant and overall effectiveness of the program.
- Outcomes for veterans and/or family members
- Success stories and lessons learned
- Method for identifying/choosing veterans and/or family members for the program

Acknowledgement of SDR Provided

WDVA Employee Reviewer – Print Name

Grantee Print Name

X
WDVA Employee Reviewer – Signature

X
Grantee Signature