North Carolina
DEPARTMENT OF MILITARY
AND VETERANS AFFAIRS

INVITATION TO APPLY

NC DMVA Grant Program for County Veterans Offices

North Carolina County Veterans Offices (CVOs) are invited to apply for funding to provide services to veterans. The NC Department of Military and Veterans Affairs (NC DMVA) Grant Program for County Veterans Offices (GPCVO) awards are made possible by nonrecurring funding by the North Carolina General Assembly under the provisions of Session Law 2023-134.

General Information

- The legislatively-set maximum amount is $20,000 per grant.
- The eligibility requirements for CVOs are legislatively directed.
- Applications from eligible counties must be complete and responsive, as determined by DMVA, prior to award. Responsiveness includes clarity in the scope of work and in the descriptions of proposed expenditures.
- Grant applications are to be received by **11:59 p.m. on March 24, 2025**, via the email address: **SVC_DMVA_FSD.grants@milvets.nc.gov**.

Funds requested must be for allowable costs which provide services to veterans. Grant recipients are required to report to NC DMVA: **(1)** the unduplicated number of veterans served by the grant recipient; **(2)** the number of times each individual veteran was served by the grant recipient; and **(3)** the services that were provided to veterans using the GPCVO grant funds awarded to the grant recipient.

The following general lists regarding expenditures are not exhaustive; also see, 2 CFR Part 200. Any questions regarding which expenditures are eligible should be discussed with the DMVA Grants Section prior to expending grant funds. Under the provisions of Session Law 2023-134, funds must be used "*to provide services to veterans*."

Examples of Eligible Expenditures:

- Training and Education
- Conferences
- Compensation for Personnel Service
- Advertising and Public Relations
- Office Supplies

Examples of Ineligible Expenditures:

- Entertainment Costs
- Alcoholic Beverages
- Good or Services for Personal Use
- Housing and Personal Living Expenses

As a condition of GPCVO, DMVA is legislatively required to report, per county, to the Joint Legislative Oversight Committee on General Government, the House Appropriations Committee on General Government, the Senate Appropriations Committee on General Government and Information Technology, and the Fiscal Research Division, the following regarding each grant recipient:

1. The unduplicated number of veterans served by the grant recipient, **and**
2. The number of times each individual veteran was served by the grant recipient, **and**
3. The services that were provided to veterans using the GPCVO grant funds awarded to the grant recipient.

Eligibility and Legislative Directives

- The CVO must be located in a county in which there are *eight or less certified veteran service officers* (VSOs). The VSO may be an employee of or volunteer with the federal government, State of North Carolina, county, or an entity in the county, including a nonprofit organization. DMVA shall verify the presence of eight or less certified VSOs in the county through the United States Department of Veterans Affairs prior to awarding a grant.
- A grant may be up to twenty thousand dollars ($20,000).

Determination of Grant Amount

If the funds are insufficient to fund the maximum amount allowable for each grant, the grant to each approved CVO is a pro rata share of the funds per fiscal year appropriated, up to the amount requested by the CVO. If the funds exceed the total amount of approved applications per grant cycle, each approved CVO will receive the maximum amount for a grant ($20,000), unless the CVO requests a lesser amount. Note: An approved CVO is verified eligible and under a grant contract.

How to Apply

Email the completed one-page application to:
SVC_DMVA_FSD.grants@milvets.nc.gov by 11:59 p.m., on March 24, 2025.

Post Award

The applicant must enter into a grant contract with DMVA for DMVA to begin distributing grant funds. The grant contract package requires grant recipients to include a project budget and scope of work regarding how grant funds will be utilized.

Any changes to the scope of the project or project budget after distribution of the grant award will require the written approval of the DMVA Grant Manager. In seeking DMVA approval, the grantee must submit, at a minimum, a justification for any proposed changes, a revised scope of work narrative, and a revised budget. Unapproved changes to the project scope or budget may be unallowable and may result in a recovery of funding.

Grant Close-Out

Upon project completion (i.e., once recipient has expended all grant funds) or:
No later than 11:59 p.m. on August 1, 2025, whichever is sooner, grant recipients shall provide to DMVA via SVC_DMVA_FSD.grants@milvets.nc.gov with the following information:

(1) The unduplicated number of veterans served by the CVO.
(2) The number of times each individual veteran was served by the CVO.
(3) The services that were provided to veterans using the grant funds awarded to the CVO.

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APPLICATION
GRANT PROGRAM FOR COUNTY VETERANS OFFICES

Organization Information

County Name: _____

County Address: _____

Name of Authorized Person to Execute Grant Contract: _____

Contact Phone: _____

Contact Email: _____

Grant Request

On behalf of _____ County, I hereby request a grant in the amount of $_____ (up to $20,000) from the County Veterans Offices Grant Program **to provide services to veterans.**

Please provide a **budget with detailed descriptions** of proposed grant expenditures and a **scope of work** regarding how grant funds will be utilized (if additional space needed, please attach a separate sheet):

It is understood that the NC Department of Military and Veterans Affairs (NC DMVA) will determine the eligibility of a County Veterans Office (CVO) based on the legislative requirement(s), determine whether the proposed intended use of grant funding complies with providing services to veterans, and determine the amount of the award to a CVO. For a CVO to be eligible for this grant, the legislation dictates the following:

> The CVO must be located in a county in which there are eight or less certified veteran service officers (VSOs). The VSO may be an employee of or volunteer with the federal government, State of North Carolina, county, or an entity in the county, including a nonprofit organization. DMVA shall verify the presence of eight or less certified VSOs in the county through the United States Department of Veterans Affairs prior to awarding a grant.

If the amount requested, or portion thereof, is approved, the grant recipient and DMVA will execute a grant contract prior to funds being distributed.

Please ensure that the above Organization Information is accurate and current. The submitted information will be utilized in fund distribution.

AUTHORIZED SIGNATURE: _____

PRINTED NAME AND TITLE: _____

DATE: _____