



HVRP Webinar: Stand Down Development Questions and Suggestions from Grantees

Date of training: October 7, 2014

Overview

On Oct. 9 at 2:00 p.m. EDT, the National Coalition for Homeless Veterans (NCHV) hosted a webinar training on the Stand Down program, focusing on financing and coordinated services. This training outlined the application process for DOL-VETS HVRP Stand Down grants, provided methods for engaging the VA Medical Center, and described the major partnerships necessary for a successful event. For more information on this training, please visit http://nchv.org/index.php/service/service/post-conference_notes/.

Questions from Participants

1. May we apply for the [DOL-VETS HVRP Stand Down support] grant if we have identified the date but not secured a location yet?

First, be sure to read the Technical Assistance Guide (TAG) and Special Grant Provisions, as well as the Federal Register Notice, for all details related to your application. You can find those materials [here](#). According to the TAG, you are allowed to use DOL-VETS Stand Down funds for “Special one-time costs for the duration of the Stand Down event such as *rental of facilities and/or tents*, electricity, equipment, portable toilets and communications or internet access” (emphasis added).

You want to apply early for Stand Down funding, ensuring your application is submitted to your DVET more than 90 days before your event. Submitting early is better, especially near the end of the Fiscal Year. If you have your date, but not a location, and need to submit your application immediately to be considered, follow some basic steps and work closely with your DVET to make sure you provide as many details as possible about your event.

The TAG states that the “budget narratives must clearly itemize all expenditures.” Your budget will determine which components of your event need to be completed prior to submitting your application. For example, if you are including rental of facilities in your funding request submitted to DOL-VETS, you will want to clearly show how much this rental will cost and what percentage of the cost of the rental is being applied to the DOL funding (use the fair share calculation). Be as specific as possible in your budget narrative. You can review the Checklist provided by DOL-VETS in the link above to ensure you have all required documents and details.

There are several important steps needed when planning a Stand Down. The agency should provide a detail narrative that outlines the timeline for planning, executing and follow up from the event, as well as area to be served and number of veterans to be served. If applicable, the narrative should outline of the funding needed. More information can be found in the FRN, which is [here](#).

2. Is it required to be registered as 501(c)3?

According to the FRN, “the following organizations may apply for grants under this solicitation: state and local Workforce Investment Boards, Veterans Service Organizations, local public



agencies, tribal governments, and non-profit organizations including community and faith-based organizations. Organizations registered with the Internal Revenue Service as 501(c)(4) organizations are not eligible to apply for this funding opportunity.”

3. Eligibility - we were turned down because our fiscal agent was a community foundation.

Please see answer above regarding eligible entities. Also note that while this funding is non-competitive, it is awarded on a first come, first serve basis until funding is exhausted.

4. What is the soonest we may submit for funding?

Each year that funding is available, DOL-VETS Stand Down non-competitive grant funding is awarded on a first-come, first-served basis until the funding for that Fiscal Year is exhausted. You cannot be awarded funds after an event has taken place, and you must submit your application to your DVET at least 90 days prior to your event.

You should make note that availability of Stand Down grant funding each fiscal year will be dependent upon Federal appropriation or a continuing resolution, so the current funding notice published in the Federal Register on January 28, 2014 applies to FY 2014 - FY2016. This means that if you submit your applications after July 1 for an event to be held after September 30, it may be held for consideration contingent upon Federal funding availability during the upcoming fiscal year.

5. Does it have to be a VA employee to order items from surplus?

Yes, there is an authorization form that needs to be signed by a VA employee. This can be found in the USC title 10 letter, which will be provided following the call.

6. Are there any rules regarding who can get surplus clothing? Can veteran dependents who are homeless with the veteran receive items?

That depends on the local leadership and the uniformed service code in your area.

7. Our stand down is in October, would May be too soon to request surplus?

Since there is a large surplus of orders for Stand Down events in September and October, it is best to order the supplies as soon as you can. There could be a delay in receiving the supplies as those are the busiest months out of the year.

8. Will this PowerPoint presentation be available?

The PowerPoint presentation and the recorded session are available in the webinar archives, located [here](#).

9. Is there a specific policy defining homelessness? For example what if someone is near homelessness or extremely low income?

The definition for homelessness under DOL-VETS programs can be found on DOL's [website](#) and within the HVRP SGA. The DOL-VETS Glossary of Terms includes several relevant definitions as well.