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**Fund for Veterans' Assistance
Informational Application Webinar**
*2016-17 Housing 4 Texas Heroes
2016-17 Veterans Treatment Court*

October 9, 2015
9:30 a.m.

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Application Documents

- Request for Applications (RFA)
- Appendix I – The Application
- Appendix II – Evaluation Rubric
- Appendix III – Sample NOGA
- Appendix IV – Sample Expenditure Checklist
- Application Checklist
- Located at:

<http://www.tvc.texas.gov/Apply-For-A-Grant.aspx>

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Request for Application – RFA

- Program Requirements
- Terms and Conditions
- Provisions and Assurances
- True and Correct Statement in Appendix I – the Application
- Appendices
- Read all documents before applying!

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Webinar Overview – *Topics*

- Purpose and Priorities
- Eligible Projects
- Grant Amounts & Amounts to be Requested
- Eligible Applicants
- The Application
 - Part 1: Proposed Project Information
 - Part 2: Organizational Background
 - Part 3: Budget and Budget Narratives

*and ...*₄



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Webinar Overview – *Topics*

- Evaluation Rubric and Helpful Tips
- Application Submission
- Review Process & Timeline
- What to expect if you are awarded a grant
- Questions

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Purpose

2016-17 Housing 4 Texas Heroes	2016-17 Veterans Treatment Court
<p><i>Purpose:</i> provides reimbursement grants to organizations to assist Texas Veterans and their families in obtaining, maintaining, or improving housing.</p>	<p><i>Purpose:</i> provides reimbursement grants to eligible organizations to assist Texas Veterans and their families in obtaining services through Veterans Treatment Court programs established under TGC § 124.001-.006.</p>

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Eligible Projects

2016-17 Housing 4 Texas Heroes	2016-17 Veterans Treatment Court
<ul style="list-style-type: none"> Homeless Veterans support programs Veteran Homelessness prevention services Temporary housing assistance for families of Veterans who are undergoing long-term medical treatment at a Texas facility Home modifications 	<ul style="list-style-type: none"> Characteristics of Veterans Treatment Courts are defined in TGC § 124.001 Duties of Veterans Treatment courts are defined in TGC § 124.003



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Priorities

2016-17 Housing 4 Texas Heroes and 2016-17 Veterans Treatment Court

- Outstanding grant applications
- Geographic distribution
- Diversity of services
- Full funding

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Eligible Applicants

2016-17 Housing 4 Texas Heroes	2016-17 Veterans Treatment Court
<ul style="list-style-type: none"> • Units of local government; • Nonprofit organizations with IRS codes 501(c)3, 4, and 19 designations; or • Nonprofits authorized to do business in Texas with experience providing services to Veterans 	<ul style="list-style-type: none"> • Units of local government

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Grant Amounts

2016-17 Housing 4 Texas Heroes	2016-17 Veterans Treatment Court
<ul style="list-style-type: none"> • \$4.5 million available • Requests between \$5,000 and \$500,000 for all projects 	<ul style="list-style-type: none"> • \$1.5 million available • Requests between \$5,000 and \$500,000 for all projects

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Application by Parts

2016-17 Housing 4 Texas Heroes and 2016-17 Veterans Treatment Court

Part 1: Proposed Project Information

- Service Categories
- New project, expansion or current services, or continuation of existing FVA-funded project?
- Proposed Project Services
- Need Identified
- Beneficiaries
- Project Eligibility

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Service Categories

2016-17 Housing 4 Texas Heroes	2016-17 Veterans Treatment Court
<ul style="list-style-type: none"> • Homeless Veteran support programs • Veteran Homelessness Prevention Programs • Assistance to families of Veterans at Texas medical facilities • Home Modification Assistance 	None

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New/Expansion/Cont.

2016-17 Housing 4 Texas Heroes	2016-17 Veterans Treatment Court
<ul style="list-style-type: none"> • New – if your organization has never been awarded an FVA grant for the Proposed Project • Expansion – if your organization has received FVA funding in the past for the Proposed Project, and you are now requesting additional funds for additional services or to serve additional clients • Continuation – if your organization has received FVA funding in the past for the Proposed Project 	<ul style="list-style-type: none"> • New – if the Proposed Project is a new Veterans Treatment Court • Expansion – if the Proposed Project is an expansion of services of a currently-established Veterans Treatment Court program • Continuation – if the Proposed Project is maintaining services provided by a currently-established Veterans Treatment Court program



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Beneficiaries

2016-17 Housing 4 Texas Heroes	2016-17 Veterans Treatment Court
<ul style="list-style-type: none"> • Low income • Very-low income • Disabled Veteran, OR • A Veteran undergoing long-term treatment at a Texas medical facility 	<p>Defendant must be a Veteran or current member of US Armed Forces that:</p> <ul style="list-style-type: none"> • Suffer from brain injury, mental illness, mental disorder, and/or victim of military sexual trauma • OR be a defendant that is likely to achieve the objective of ensuring public safety through rehabilitation



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Beneficiaries

Define who (Veterans, dependents, surviving spouses) is eligible to receive your project services

- Veterans of a particular era
- Veterans with a specific discharge status
- Veterans' duty status
- Particular Veteran dependents

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Project Eligibility

Documents to verify eligibility

- Department of Defense (DD-214) form
- National Guard Identification Card (NG-22)
- Official VA Letter/Disability Letter
- Texas issued Driver's License with Veteran designation
- E-Benefits Summary
- Honorable Discharge Certificate
- Uniform Services Identification Card
- VA Health Card
- DoD Tricare Healthcare Insurance Card

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Application by Parts

2016-17 Housing 4 Texas Heroes	2016-17 Veterans Treatment Court
Organizational Background <ul style="list-style-type: none"> • Organization Overview 	Organizational Background <ul style="list-style-type: none"> • No Organization Overview
<ul style="list-style-type: none"> • Other Grants and TVC Contracts – <i>new</i> <ul style="list-style-type: none"> • RFA: “Applicant organizations with contracts or agreements with the Texas Veterans Commission may be ineligible for Fund for Veterans’ Assistance grant funding requested for Proposed Project involving the same or similar services as those funded under the contract.” • Fiscal Management 	



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Application by Parts

2016-17 Housing 4 Texas Heroes and 2016-17 Veterans Treatment Court

Part 3: Budget and Budget Narratives

- Prohibited Costs
- Narratives and Calculations
- Indirect Costs
- The Budget and how it aligns with the rest of the Project

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Prohibited Uses of Funds

- Supplanting of Funds
- Duplication of Services
- Sub-grants
- Capital Expenditures
- Cash or Cash Equivalents
- Scholarships
- Pre-award or Application Preparation Costs
- Honoraria
- Food
- Construction

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Narratives and Calculations

- Following each table, a narrative description supporting and discussing each budget item must be included
- Narratives must include a calculation demonstrating how the cost was arrived at
- Calculation example: \$12,480 for part-time drivers

To determine an estimated cost, a standard \$15 per hour rate was used. Because the estimated number of hours can vary based on a trip, a standard 8 hours per trip was used and will allow for client wait time, pick-ups, and drop-offs. Additionally, an assumption that two trips per week will be made is used.

- $\$15/\text{hour} \times 8 \text{ hours} \times 2 \text{ days per week} = \$240 \text{ per week for drivers}$
- $\$240/\text{week} \times 52 \text{ weeks/year} = \$12,480 \text{ total for drivers per year}$

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Direct and Indirect Costs

- Budget table – direct costs and indirect costs
- Direct costs should be fully explained, supported, be reasonable and allowable, and treated in a consistent manner across your organization
- Indirect Cost Recovery for FVA grants is 10% of total direct costs
- Submit federal negotiated indirect cost plan, if applicable
- Federal guidance – 2 CFR §200.412-.414.

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Evaluation Rubric

2016-17 Housing 4 Texas Heroes and 2016-17 Veterans Treatment Court

Evaluation Rubric – Weighted Scores

- Application – 10%
- Proposed Project – 35%
- Management – 30%
- Budget – 25%

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Helpful Tips

2016-17 Housing 4 Texas Heroes and 2016-17 Veterans Treatment Court

Application Tips – *Dos*

- Do be thorough and precise.
- Do answer all the questions clearly and concisely.
- Do ensure that your Proposed Project descriptions clearly convey what you want to do and what you want to accomplish with the grant funds.
- Do ensure that your Budget items are broken out, the need and purpose described, and supported by a calculation.
- Do read the entire RFA.



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Helpful Tips

2016-17 Housing 4 Texas Heroes and 2016-17 Veterans Treatment Court

Application Tips – *Dos*

- Do understand how your organization treats indirect and direct costs, and ensure that your budget reflects that.
- Do submit all the required attachments as part of your Application Package.
- Do make sure that your grant request accurately reflects the project you are proposing.
- Do request an appropriate amount of funding based on your organization's capacity.



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Helpful Tips

2016-17 Housing 4 Texas Heroes and 2016-17 Veterans Treatment Court

Application Tips – *Don'ts*

- Don't request funding for prohibited or unallowable items or services.
- Don't proposed a project that exists in a vacuum.
- Don't provide vague, unnecessary, or unsupported information.
- Don't restate VA statistics unless they directly related to your Proposed Project.
- Don't submit a budget where the narratives don't match the budget tables.



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Helpful Tips

2016-17 Housing 4 Texas Heroes and 2016-17 Veterans Treatment Court

Application Tips – *Don'ts*

- Don't propose a project that duplicates services already provided by TVC. If your project complements or expands upon TVC services, ensure that you describe that in your application.
- Don't fax applications. Ensure that you follow the directions on how to submit your application correctly.

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Application Submission

2016-17 Housing 4 Texas Heroes	2016-17 Veterans Treatment Court
<p><i>Deadline – 5 p.m.</i> Thursday, October 29, 2015</p>	<p><i>Deadline – 5 p.m.</i> Thursday, November 12, 2015</p>
<ul style="list-style-type: none"> • Electronic Copy AND Hard Copy • Electronic copy sent to grants@tvc.texas.gov <ul style="list-style-type: none"> • <i>Application to be sent as Microsoft Word file and other attachments as PDF files</i> • Hard Copy submitted via US Mail, courier or overnight delivery, or in person • Applications MUST be received at TVC Office by deadline 	

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Application Submission

2016-17 Housing 4 Texas Heroes	2016-17 Veterans Treatment Court
<p>Application Package</p> <ul style="list-style-type: none"> • Application Checklist • Signed Application • Résumés • List/terms of governing body • Minimum Required Financial Documents • IRS Tax determination letter • Current federal negotiated indirect cost plan • Current liability insurance 	<p>Application Package</p> <ul style="list-style-type: none"> • Application Checklist • Signed Application • Résumés • List/terms of governing body • Current federal negotiated indirect cost plan

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Application Submission

2016-17 Housing 4 Texas Heroes

Minimum Required Financial Documentation

- Requests between \$5,000 and \$150,000:
Compilation of Financial Statements OR most recent IRS Form 990 with Part X Balance Sheets
- Requests between \$200,000 and \$500,000: most recent audited financial statements
- Required for all applicants, except units of local government

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Review Process

2016-17 Housing 4 Texas Heroes and 2016-17 Veterans Treatment Court

Ineligible Applications

- Appendix I – The Application not complete
- Minimum Required Financial Documents not provided
- Application Package missing required attachments or signatures
- Audit completed in last 2 years has material findings
- Exclusion record on System for Award Management (SAM)
- The application package is received after the deadline

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Review Process

2016-17 Housing 4 Texas Heroes and 2016-17 Veterans Treatment Court

Application Review Process

- Applications are scored using Rubric
- Eligible Applications forwarded to FVA Advisory Committee
- FVA Advisory Committee hears Application Presentations
- FVA Advisory Committee makes funding recommendation to Texas Veterans Commission
- Texas Veterans Commission makes final awards

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Timeline for *2016-17 Grants*

September 4, 2015 (H4TXH) September 22, 2015 (VTC)	RFAs posted to TVC website
October 8-9, 2015	Informational application webinar, Austin, TX
October 29, 2015 (H4TXH) November 12, 2015 (VTC)	All applications must be received by 5 p.m., Austin, TX
January 28, 2016	Application Presentation in Austin, TX
March 17, 2016	FVA Advisory Committee meeting, Austin, TX
May 12, 2016	TVC Commission meeting, Austin, TX
July 1, 2016	Grant Period begins
July 2016	Mandatory Grant Training
June 30, 2017	Grant Period ends

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What to expect if you get a grant

Post-Commission Award, Pre-Funding Period

- Approval and Denial letters
- Pre-NOGA application review
- NOGA issued
- 10% initial payment issued

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What to expect if you get a grant

During the Funding Period – 12 months

- Monthly expenditure reporting
 - Submit adequately supported costs for reimbursement each month
- Monitoring
- Benchmarks
 - 15% @ 25%, 40% @ 50%, 70% @ 75%, 100% @ 100%
- Compliance

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Questions

- Through October 22 (H4TXH) and November 5 (VTC)
 - Questions must be submitted in writing to grants@tvc.texas.gov
 - ALL questions answered on the website
 - Submitted by Thursday; posted every Friday
 - Staff is not allowed to answer individual applicant questions, per State of Texas guidance

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Thank You

Email all RFA questions to:

grants@tvc.texas.gov

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