



**Texas Veterans Commission
Fund for Veterans' Assistance**

**Request for Applications
2021-2022 FVA Grants:**

*General Assistance
Housing for Texas Heroes
Veterans Mental Health
Veterans Treatment Court
Veteran County Service Offices*

Application Portal Opens: September 5, 2020

Application Deadline: November 5, 2020, 5:00 PM

Fund for Veterans' Assistance website:
<https://www.tvc.texas.gov/grants-funding/>

The Texas Veterans Commission (TVC) is firmly committed to the principal of fair and equal employment opportunities and the provision of services without regard to race, color, sex, religion, national origin, age, physical disability, or genetic information.

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Request for Applications
Texas Veterans Commission Fund for Veterans' Assistance
2021-22 Grant Period

The Fund for Veterans' Assistance (FVA or "Fund") was created in the 79th Legislature, and codified in the Texas Government Code § 434.017, Fund for Veterans' Assistance and the Texas Administrative Code § 460, Fund for Veterans' Assistance Program. The Fund is composed of money deposited under Government Code §§ 466.027 and 466.408 for proceeds from a Texas Lottery Commission Veterans' Assistance game, Texas Transportation Code § 502.1746 for donations from vehicle registration and drivers' license renewals, Government Code § 411.1741 for donations from License to Carry renewals, Parks and Wildlife Code §12.07 for donations from hunting and fishing license renewals, gifts and grants contributed to the Fund, and the earnings of the Fund. The Texas Veterans Commission oversees all policies and rules governing the awarding of grants from the FVA.

The Texas Veterans Commission is authorized to use funds appropriated to the FVA to administer the Fund and make reimbursement grants to address the needs of veterans and their families, as determined through veteran needs assessment studies. The veteran needs assessment is required in Texas Government Code § 434.017 and the results are published on the Texas Veteran Commission website. All grant awards will be made through a competitive grant selection process.

I. Purpose

The purpose of this Request for Applications (RFA) is to:

- A. Provide an overview of FVA Grant Programs including detailed descriptions of service categories, service areas, program goals and guidelines.
- B. Solicit grant applications from eligible applicants for the 2021-2022 grant period.
- C. Provide application instructions and specific information on grant eligibility.
- D. Provide information about the FVA grant application and awarding processes.

II. Grant Programs and Goals

This RFA announces funding opportunities for five different grants including General Assistance Grants, Housing for Texas Heroes Grants, Veterans Mental Health Grants, Veteran Treatment Courts Grants, and Veteran County Service Office Grants. Each of the grant programs include service categories that are defined and explained below. Many of the service category descriptions include notes to potential applicants to help understand the purpose, scope and constraints that are related to the service category.

The grant programs and opportunities announced in this RFA are reimbursement grants, and grant recipients are awarded based on a competitive application and awarding process. For grant programs that have multiple service categories, applicants select the service category that their grant project fits in and develop their project narratives and budgets to illustrate how they will provide those services for their selected grant program. The information and descriptions for each grant and service category below is provided to enable applicants to be clear, concise, and deliberate in how they develop and present their project proposals and budgets in their applications.

A. General Assistance Grants and Service Categories. General Assistance (GA) grants include seven service categories that collectively provide employment support, financial assistance, homeless veteran support, pro bono legal services, referral services, supportive services, and transportation programs and services to veterans, dependents, and surviving spouses who live in Texas.

1. Employment Support: Resources that support veterans to prepare for, secure, and maintain employment. Specific project and service areas included in this service category:

- a) Job skills & training programs not longer than 6 months in duration per beneficiary per grant period;
- b) Tools and uniforms;
- c) Job search services;
- d) Other employment-related services; and
- e) Transition Assistance for service members and families entering civilian workforce.

Employment Support Notes:

- a) Applicants are to review current programs offered by TVC to ensure proposed projects described in their applications do not duplicate services currently provided by TVC.*
- b) Excludes tuition, books, or fees for veteran students taking classes with institutions of higher learning.*
- c) Gift cards, pre-paid service cards, such as gas, groceries, and department store-related cards, cash or cash equivalents are not allowable.*

2. Financial Assistance: Financial assistance that is short-term and temporary in nature, and is **intended to provide financial relief to beneficiaries who can demonstrate financial need,** including:

- a) Mortgage, rent, food pantry service, and utility payments including electric, water, gas, garbage, internet, and cell phone service, not to exceed a 6-month period per beneficiary household;
- b) Transportation assistance including bus passes, ride-share & cab fare, vehicle fuel & repair, insurance, and vehicle loan payments not to exceed a 3-month period;
- c) Drop-in Child/Adult care services;
- d) Funeral costs (excluding receptions and celebrations of life) up to \$6,000 to ensure veteran burial with dignity in honor of the veteran's service;
- e) Assistive technologies to promote independent living for qualified clients including wheelchairs & batteries, walkers, crutches, hospital beds, lift chairs, portable ramps, hearing aids, orthotic inserts & shoes, and eyeglasses; and
- f) Restorative dental-care up to \$2500 per beneficiary, per grant period

Financial Assistance Notes:

- a) *Financial assistance payments are not to be made to the Beneficiary, but to the vendor.*
- b) *Medical expenses are not allowed. Medical expenses include physician bills, prescription medications, medical insurance premiums or copays, audiology, vision care, emergency/after-hours clinic costs, lab work, imagery, and prescribed prosthetics.*
- c) *Child support, alimony and other court-ordered settlement payments are not allowed.*
- d) *Beneficiary must be the named person on mortgage, rent, utility, loan, or other bill/invoice presented for financial support.*
- e) *Gift cards, pre-paid service cards, such as gas, groceries, and department store-related cards, cash or cash equivalents are not allowable.*
- f) *Hearing aids and eyeglasses are available only to dependents and surviving spouses*
- g) *Mortgage and rent payments not to exceed \$6,000 per veteran household per grant period.*
- h) *Vehicle insurance, and loan payments not to exceed \$3,000 per veteran household per grant period.*
- i) *Vehicle repairs not to exceed \$4,000 or 25% of vehicle value (whichever is highest) per veteran household per grant period.*

3. Homeless Veteran Support: Supportive Services to address acute and chronic conditions underlying the veteran's homeless status. Services include: shelter programs, transitional housing (HUD/VASH), temporary housing, rapid re-housing programs, longer-term financial support for rent, utility payments (electric, water, gas, garbage, internet, and cell phone service) & essential needs, social programs, meal services and food pantry, assistive technology, and other qualifying resources identified through case management, such as counseling, peer-supportive services, or mental health treatment.

Homeless Veteran Support Notes:

- a) *Financial assistance payments are not to be made to the Beneficiary, but to the vendor.*
- b) *Medical expenses are not allowed. Medical expenses include physician bills, prescription medications, medical insurance premiums or copays, audiology, vision care, emergency/after-hours clinic costs, lab work, imagery, and prescribed prosthetics.*
- c) *Child support, alimony, and other court-ordered settlement payments are not allowed.*
- d) *Beneficiary must be the named person on mortgage, rent, utility, loan, or other bill/invoice presented for financial support.*
- e) *Gift cards, pre-paid service cards, such as gas, groceries, and department store-related cards, cash or cash equivalents are not allowable.*
- f) *Intervention counseling, mental health treatment, or peer support services provided to homeless veterans and families must be essential to supporting the veteran and/or family, and provided by or under the licensure of a licensed mental health professional (LMPH), or a trained/certified peer services provider, applying evidence-based practice(s) (EBP) who has received training in the applied EBP.*

4. Pro Bono Legal Services: This includes legal aid, legal clinics and other legal services provided at no cost to veterans, active duty members of the United States Armed Forces, and members of the state military forces. This service category does not include criminal defense or Veterans Courts as defined in the Texas Government Code, Chapter 124.

5. Referral Services: This category includes those programs that provide information and referral programs.

6. Supportive Services: This service category is for grant-funded services, projects and activities that provide longer-term support for veterans and their families to enable stability and promote veteran family integration with the community. Service areas include:

a) **Assistive Technology Services:** Products and equipment that increase, maintain or improve the functional capabilities of persons with disabilities. Consists of wheelchairs & batteries, walkers, crutches, hospital beds, lift chairs, portable ramps, hearing aids, orthotic inserts & shoes, and eyeglasses.

b) **Meal Services:** Delivers the nutritious meals, friendly visits and safety checks that enable Texas veterans and their families to live nourished lives with independence and dignity.

c) **Elder Care Services:** supports veterans' ability to age in place with dignity, and includes: assistive technology, restorative dental care, meal services, transportation assistance, transitional housing (HUD/VASH), and other qualified resources identified through case management, such as counseling, peer support services, or mental health treatment.

d) **Family Support Services:** supports veteran families in stabilizing relationships, reducing family stress, and promoting integration with their communities, and includes programs for:

- 1) Families with a deployed service member for whom the service member is a primary provider;
- 2) Post-deployment family reintegration programs;
- 3) Temporary housing assistance and other resources identified to support families of veterans undergoing long-term treatment at a medical facility in Texas;
- 4) Workshop programs that provide family financial planning, family (parent-child) communications, anger management and aggression in children, family safety, family values, adolescent & teenage parenting;
- 5) Dependent activities such as after-school programs, child / adult care, summer camps, pre-school for qualifying dependents based on family income, and programs for qualifying dependents with special needs; and
- 6) Other qualified resources identified through case management such as family counseling or peer-delivered support.

e) **Veteran Homelessness Prevention:** provides longer-term financial support for rent and utilities (electric, water, gas, garbage, internet, and cell phone service) for veterans who have transitioned out of a homeless status and includes transitional housing (HUD/VASH), social

programs, meal services and food pantry, assistive technology, and other qualifying resources identified through case management , such as counseling, peer support services, or mental health treatment.

Supportive Services Notes:

- a) *Financial assistance payments are not to be made to the Beneficiary, but to the vendor.*
- b) *Medical expenses are not allowed. Medical expenses include physician bills, prescription medications, medical insurance premiums or copays, audiology, vision care, emergency/after-hours clinic costs, lab work, imagery, and prescribed prosthetics.*
- c) *Child support, alimony and other court-ordered settlement payments are not allowed.*
- d) *Beneficiary must be the named person on mortgage, rent, utility, loan, or other bill/invoice presented for financial support.*
- e) *Gift cards, pre-paid service cards, such as gas, groceries, and department store-related cards, cash or cash equivalents are not allowable.*
- f) *Hearing aids and eyeglasses are available only to dependents and surviving spouses*
- g) *Mortgage and rent payments not to exceed \$12,000 per veteran household per grant period.*
- h) *Vehicle insurance, and loan payments not to exceed \$6,000 per veteran household per grant period.*
- i) *Vehicle repairs not to exceed \$4,000 or 25% of vehicle value (whichever is highest) per veteran per grant period.*
- j) *Intervention counseling, mental health treatment, or peer support services provided to veterans and their families must be essential to supporting the veteran and/or family, and provided by or under the licensure of a licensed mental health professional (LMPH), or a trained/certified peer services provider, applying evidence-based practice(s) (EBP) who has received training in the applied EBP.*
- k) *Applicants applying for elder care services, family support services, and veteran homelessness prevention are encouraged to include at least 75% of the total project budget in client services, to allow budgeting flexibility to cover “qualified resources identified through case management”*
- l) *Financial need for Supportive Service beneficiaries: Eligible beneficiaries should not exceed **20% above the annual median household income** for the county in which they reside, per the County Information Program (CIP) published by the Texas Association of Counties, or the Housing and Urban Development’s user guide for median family income (MFI) at <https://www.huduser.gov/portal/dataset/fmr-api.html>.*

7. Transportation Programs & Services: This service category is for assisting organizations that provide a transportation service to the veteran beneficiaries in their local area, county or region. Transportation service programs funded by this grant should provide transportation to/from medical, dental, mental health appointments; and transportation in support of basic needs (grocery stores, 24-hour care, community meetings, voting, court appearance, and tax offices). Gift cards, pre-paid service cards, such as gas, groceries, and department store-related cards, cash or cash equivalents are not allowable. Transportation to/from social visits, gatherings or events, political campaigns or public demonstrations are not allowed.

B. Housing for Texas Heroes Grant Program. The Housing for Texas Heroes (H4TXH) Grant Program provides home modifications and home repair for veterans and their families, including:

1. Home modification projects to home to improve accessibility and quality of life for independent living (walkways, ramps, sliding doors, handrails, kitchen and bathroom modifications)
2. Home repair (plumbing, electrical, interior walls, flooring, lighting)
3. Home weatherization (doors, windows, siding, roofing)

Housing for Texas Heroes Notes:

a) Maximum amount H4TXH funding for home modification assistance per Veteran household is \$15,000.

b) Veteran and/or family member beneficiaries receiving home modification, home repair, or weatherization assistance are listed as owners of the current property records on file with the County Tax Office and be current on any existing mortgage loans or home equity loans prior to receiving assistance.

c) Projects and services proposed in the application that are not explicitly listed in this RFA will be considered based on the project justification, description, and benefit to clients.

d) Gift cards, pre-paid service cards, such as gas, groceries, and department store-related cards, cash or cash equivalents are not allowable.

e) Eligible Beneficiaries must:

1) Be considered a Low or Very Low-Income Household (as defined in this RFA), and be listed on file with the county as the current owner(s) of the property, and be current on existing mortgage loans or home equity loans prior to receiving assistance; OR

2) Be a Disabled Veteran as determined by the Veterans Administration and be listed on file with the county as the current owner(s) of the property and be current on existing mortgage loans or home equity loans prior to receiving assistance.

*3) Very Low & Low-Income beneficiaries are **considered the highest priority** for services and wait lists.*

C. Veterans Mental Health Program and Service Categories. The Veterans Mental Health (VMH) Grant Program is comprised of two service categories that collectively provide counseling and treatment to veterans and their families in addressing diagnosed conditions in order to improve their quality of life, relationships, outlook, and successful integration with their communities.

1. Clinical Counseling Services. Services and treatment that include evidence-based practices (EBP) for diagnosed conditions or co-occurring conditions including but not limited to:

- a) trauma and stress related disorders;
- b) anxiety disorders;
- c) mood disorders;
- d) suicide ideation and behaviors;
- e) substance use disorders;
- f) Concerns related to identity;
- g) adjustment disorders; and
- h) marriage/family/relationship concerns.

Integrative therapies, non-clinical services and other activities that complement or support EBP modalities can be included in TVC funded mental health programs & services if they are supervised under the licensure of a licensed mental health professional (LMHP).

Clinical Counseling Notes:

a) Prescribed EBPs plans must be relevant to treating the veteran's (dependents', and/or surviving spouse's) diagnosed condition or co-occurring conditions.

b) Some acceptable individual, manualized trauma-focused (or trauma-informed) EBP modalities include: Prolonged Exposure (PE); Eye Movement Desensitization and Reprocessing (EMDR); Cognitive Processing Therapy (CPT); Brief Eclectic Psychotherapy (BEP); Narrative Exposure Therapy (NET); Acceptance and commitment therapy (ACT); Behavioral therapy/behavioral activation (BT/BA); Cognitive Behavioral Therapies (CBT); Interpersonal Therapy (IPT); Mindfulness-based cognitive therapy (MBCT); Problem-solving therapy (PST); Crisis Response Planning; Safety Planning; motivational interviewing; and other EBP relevant to veterans, dependents, and surviving spouses.

c) Treatment (including best practices and integrative therapies) must be provided by or under the licensure of a licensed mental health professional (LMHP), who has received training in the EBP.

d) In the grant application, organizations will include the EBP modalities used by their licensed/trained staff members and indicate the diagnosed condition(s) included in the grant project.

e) Client diagnosis, and initial treatment plan development must be performed under the licensure of an LMHP (preferably in person).

f) Medical expenses are not allowed. Medical expenses include physician bills, prescription medications, medical insurance premiums or copays, audiology, vision care, emergency/after-hours clinic costs, lab work, imagery, and prescribed prosthetics.

2. Peer-Support Services. Services based upon the premise that an individual with a “lived experience,” in this case military service, is uniquely able to contribute to the rehabilitation and recovery of those needing services. Services that are provided to veterans and their families in a non-clinical environment from trained/certified individuals and include but not limited to: operation of Peer Networking centers, support groups, information and referral services, advocacy, technical assistance, life skills training, and other direct services.

Peer-support services must be supervised by certified peer specialists, social workers, and/or pastoral counselors. Non-trained/certified mentors and volunteer sponsors with shared experiences can provide services under the supervision of a trained/certified peer services provider.

D. Veterans Treatment Court Program. The Veterans Treatment Court (VTC) Grant Program supports eligible units of local government in providing services through Veterans Treatment Court (VTC) programs established under Texas Government Code §124.001-.006. Grant funding is intended to support rehabilitation for justice involved veterans to best prepare them for reintegration with their communities. Grant funding for Veteran Treatment Courts can be applied to reimburse the following VTC program expenses:

- 1) Substance abuse detection including, but not limited to: SCRAM, Breathalyzer, Urine/Blood tests, skin patches, ankle detection devices;
- 2) Probation Officers;
- 3) Bailiff (when providing services for the VTC);
- 4) Program/Court Coordinator;
- 5) Licensed Mental Health providers and/or counselors applying evidenced-based practices;
- 6) Life Skills and Community Integration training programs;
- 7) Financial Assistance for mortgage, rent, and utilities (electric, water, gas, garbage, internet, and cell phone service) for veterans while participating in the program (graduates of VTC programs serving extended probation periods not eligible);
- 8) Transportation assistance (bus passes, ride-share & cab fare) while participating in the program;
- 9) Substance Abuse Treatment (inpatient and outpatient);
- 10) BIP/DV/Anger Management programs; and
- 11) other expenses that provide or support client services

Notes for Veteran Treatment Court:

*a) The grant will **fund up to 4 court program members** to attend the annual NADCP conference for staff training on best practices, and 4 court program members to attend the annual TASC conference.*

b) VTC applicants must outline how they apply the best practices for VTC programs, especially the non-adversarial approach in their applications.

*c) In districts where the VTC and County Supervision and Corrections Department (CSCD) work together to support the VTC program(s), funding to support the CSCD's contributions to the VTC program can be included in the VTC grant application and indicated as such. **Only one grant shall be awarded to support veterans in a single VTC program.***

*d) Because mental health services are essential to the success of Veteran Treatment Courts, and allowable as services provided to clients in the programs, **VTCs are not allowed to request concurrent VTC and VMH grants that would serve to support the same clients.***

e) VTC Judges and/or VTC coordinators must maintain oversight of program expenditures that are reimbursed by the TVC grant.

f) Marketing and outreach costs for the VTC program, or for any individual associated with administration of the grant project are not allowable.

g) Supplanting of salaries or compensation for part-time or full-time county employees is not allowable.

h) Medical expenses are not allowed. Medical expenses include physician bills, prescription medications, medical insurance premiums or copays, audiology, vision care, emergency/after-hours clinic costs, lab work, imagery, and prescribed prosthetics.

E. Veteran County Service Office Grants. Veteran County Service Office Grants include all the service categories listed in the General Assistance Grant Program, Housing for Texas Heroes Grant Program, and Veterans Mental Health Grant Program. Veteran County Service Officers are eligible to submit one application for any of the service categories and must serve as the project coordinator for the services if awarded a grant. **The VCSO applicants shall consider the notes listed for each grant category while developing their grant application.**

Notes for Veteran County Service Office:

a) *Supplanting of salaries or compensation for part-time or full-time county employees is not allowable.*

b) *FVA grant funding cannot be used to support disability claims processing, filing, appeals processing, or any other activity associated with claims such as 2nd opinions. Claims services and support are provided by a separate TVC Department.*

c) *Medical expenses are not allowed. Medical expenses include physician bills, prescription medications, medical insurance premiums or copays, audiology, vision care, emergency/after-hours clinic costs, lab work, imagery, and prescribed prosthetics.*

F. FVA Overall Program Goals

1. Provide support, services, and resources to veterans, their families, and surviving spouses where they live to improve their quality of life and strengthen their connections and integration with their communities.
2. Responsively serve TVC grant eligible beneficiaries to meet acute and chronic needs.
3. Provide grant-funded services and resources that have measurable, positive outcomes.
4. Ensure grant-funded projects are available to veterans, dependents, and surviving spouses across the state.
5. Ensure a diversity of grant-funded services are available within geographic regions.
6. Fully fund grant projects that support the Fund's overall and specific program goals approved by the Commission.

III. FVA Grant Program Guidelines

A. Grant Management Standards. All grants awarded by the Texas Veterans Commission must follow the applicable Uniform Grant Management Standards (UGMS) which can be found at <https://comptroller.texas.gov/purchasing/docs/ugms.pdf> and the applicable federal grant guidelines published by the Office of Management and Budget (OMB). The OMB federal guidelines, 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, can be found at: https://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl. Grant applicants are encouraged to familiarize themselves with the 2 CFR 200 while completing their applications. In the event of a conflict between UGMS and applicable federal law, the provisions of federal law apply.

B. Texas Administrative Code. All applicants should review and be familiar with the TVC administrative rules governing the Fund for Veterans' Assistance Program. These rules are published in 40 Texas Administrative Code, Part 15, Chapter 460, found at: [http://texreg.sos.state.tx.us/public/readtac\\$ext.ViewTAC?tac_view=4&ti=40&pt=15&ch=460](http://texreg.sos.state.tx.us/public/readtac$ext.ViewTAC?tac_view=4&ti=40&pt=15&ch=460)

C. Competitive Grant. FVA grants are awarded through a competitive selection process that includes eligibility screening, risk assessment, evaluation and review, and receiving a recommendation from the FVA Advisory Committee. The Commission makes the final determination for awarding grants and considers all attributes of the applications, specifically how they will serve veteran needs, prior to awarding. Grant funding should not be requested with the anticipation or expectation of additional or subsequent awards of FVA funding. See Texas Administrative Code, Part 15, Chapter 460 for more information.

D. Reimbursement Grant. FVA grants are awarded on a cost reimbursement basis. Under the cost reimbursement method of funding, a Grantee is required to finance its operations with its own working capital with grant payments made to reimburse the Grantee for actual cash disbursements supported by adequate documentation as prescribed by the FVA. Detailed reporting to include adequate expenditure support documentation is required for all cost reimbursement requests. If awarded, grantees are encouraged to have cash or cash equivalents on hand equaling two-months of grant project operating expenses at the beginning of the grant period. For new recipients of FVA grants, an initial payment of up to 10% of the total amount of the grant can be made for start-up costs. The subsequent expenses will be charged against the initial payment until a zero balance is reached to be followed by expenses that will be reimbursed up to the total amount of the grant.

E. Awarded Grant Documents. Upon Commission approval of the grant awards, the parties will be bound by the following: 1) the terms and requirements within this RFA document; 2) FVA Grant Program Requirements and Terms & Conditions; 3) the approved Grant Application and all items submitted by the grant applicant to the Commission in response to this RFA; and 4) the Notice of Grant Award (NOGA).

F. Eligibility of Beneficiaries. The Grantee must ensure that clients served using FVA grant funds are eligible to receive services prior to requesting reimbursement for services provided to these clients. Eligibility documentation must be maintained by the Grantee in the clients' records.

G. Eligibility Documents. The grantee will use the following documents to determine that beneficiaries are eligible to receive services. Veterans must provide one of the following; DD-214, NGB-22, NA Form 13038, Certification of Military Service, Uniform Services Identification Card, Department of Veterans Affairs Summary Letter with Character of Service listed, State of Texas Issued Driver License with Veteran designation, or Department of Veterans Affairs eBenefits Summary Letter with Character of Service listed, Certificate verifying Active Duty Status from Department of Defense Manpower Data Center. Dependents must provide one of the following; Uniform Services Identification Card, Marriage Certificate, Birth Certificate, or Adoption Certificate. Surviving Spouses must provide one of the following; Uniform Services Identification Card, Marriage Certificate, Death Certificate and or one of the forms listed for above for Veterans eligibility.

H. Document Retention. The grantee must retain all records pertaining to the grant per UGMS guidance (3 years) or by the origination's policy requirements, whichever is longer. All records will always be kept in a secure location , either in a locked file cabinet or secure electronic means.

I. Grant Funding Period. All funding awarded under this grant must be expended within the grant funding period of July 1st to June 30th. No pre-award spending will be allowed. All costs associated with the preparation and submission of an Application for this RFA is the responsibility of Applicant. These costs shall not be chargeable to TVC by any awarded or non-awarded Applicant.

J. Additional Funding. **There should be no expectation of additional or continued grant funding on the part of the Grantee.** Any additional funding or future funding will require an accepted TVC offer of grant renewal, or submission of a Grant Application during a subsequent Request for Applications. An amendment extending the Grant Period may be considered by the FVA.

K. Grant Renewal Eligibility. The Commission may, in its sole discretion, exercise the option to renew the grant for one (1) additional one (1) year period. To be eligible for such consideration, grantees must meet both performance and expenditure benchmarks and have no outstanding compliance issues on the 3rd Quarter Performance and Expenditure Report. In addition, grantees must demonstrate in their quarterly grant outcome reports, that the TVC **grant-funded services are meeting their project goals, FVA Program Goals, and as applicable, providing measurable benefits to their clients.**

FVA will notify the Commission during the 3rd Quarter Regular Commission meeting of all grantees who have met the criteria outlined for renewal. Pending the Commission's approval to exercise the renewal option, FVA will provide notice and instructions to the grantee on the renewal process, including a signed NOGA from the TVC Executive Director. Grants awarded for the 2020-21 grant period and renewed for the 2021-22 grant period, must be able to modify their grant projects to fit within the program and service categories outlined in this 2021-22 RFA.

L. Grant Reporting Requirements

1. Monthly Report. Grantee shall provide to FVA a monthly expenditure report in a format prescribed by the FVA and must contain an authorized signature.

2. Quarterly Report. Grantee shall provide to FVA a quarterly performance report and project narrative in a format prescribed by the FVA.

3. Quarterly Outcome Report. Grantee shall provide to FVA a quarterly grant outcome report demonstrating their grant project(s) are meeting project goals, FVA program goals, and providing measurable benefits to veteran clients. Each service category within the grant programs outlined in Part II of this RFA have specific reporting requirements relative to the service category's purpose and service areas.

4. Closeout Report. The closeout report shall be submitted to FVA if required, in the format designated by FVA and is due no later than sixty (60) days after the end of the grant period. This report is in addition to the final monthly expenditure and final quarterly performance report.

M. Grant Amendments. Any changes, additions, or deletions to the NOGA or Approved Application must be executed through a grant amendment. A Grantee may request an amendment as outlined in the FVA Amendment Policy. Amendments may modify the approved budget, grant period, or scope of the Grant Project as described in the Approved Application. Each amendment request will be considered on a case-by-case basis. A Grantee may have no more than three (3) amendments during a grant period. Certain conditions apply. Refer to FVA Program Requirements and Terms and Conditions for more information.

N. Texas Veterans Commission Recognition. Awarded Applicant must include the following information on the Awarded Applicant website and on all Grant-Funded project-related materials, brochures, flyers, and forms:

1. Texas Veterans Commission website URL;
2. Fund for Veterans' Assistance logo;
3. The following statement:

“This program is supported by a grant from the Texas Veterans Commission Fund for Veterans’ Assistance. The Fund for Veterans’ Assistance provides grants to organizations serving veterans and their families. For more information, visit www.TVC.Texas.gov”

Note: Awardees/Grantees must mention TVC in all TV and radio announcements and interviews dealing with FVA grant projects.

O. Prohibited Uses of FVA Grant Funds

1. Supplanting of Funds. A grant made to an organization or unit of local government is intended to provide services and/or assist Veterans and their families through the existing structure of the organization. It is not the intent of this grant to supplant existing funds, but to supplement existing funding.

2. Duplication of Services. Grant funds are not to be used to conduct activities or to provide services that are the same as those currently provided by the Texas Veterans Commission. **However, grant funds may be used to conduct activities or provide services that complement those provided by the Texas Veterans Commission.** Services provided by the Texas Veterans Commission include Claims Representation and Counseling, Education, Employment, Women Veterans, Veterans Mental Health, Healthcare Advocacy, and Veteran Entrepreneur Programs. More information about the programs can be found on the website, <http://www.tvc.texas.gov>.

3. Duplication of Contracted Services. Applicant organizations with contracts or agreements with the Texas Veterans Commission may be ineligible for Fund for Veterans’ Assistance grant funding requested for Proposed Projects involving the same or similar services as those funded under the contract.

Applicants are responsible for ensuring their submitted application discloses any such contract. The Proposed Project must be clearly and sufficiently differentiated in the application from any contracted services.

4. Sub-Grants. Sub-Granting is an award made by a Grantee to another organization or agency using FVA grant funds. This is prohibited under Texas Administrative Code, Title 40, Part 15, Section 460.10(2).

5. Equipment. FVA grant funds may not be used to purchase equipment. Equipment means tangible property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization threshold established by the grantee for financial statement purposes or \$2,000.

6. Capital Expenditures. Except for projects approved in the Housing for Texas Heroes grant program, FVA grant funds may not be used for capital expenses. Capital expenditures means expenditures to acquire capital assets or expenditures to make additions, improvements, modifications, replacements, rearrangements, reinstallations, renovations, or alterations to capital assets that materially increase their value or useful life.

7. Vehicle purchase and capital leases are prohibited. “Use” leases or “operational” leases are allowable only with prior approval.

P. Prohibited Costs for FVA Grant Funds:

1. Expenses that are not listed in the project budget, implied through the project budget narrative, and do not support approved grant project objectives, are prohibited without prior approval.

2. Client services for employees (or contractors), when the employees’ salaries (or contracted fees) are paid in full or in part by the same TVC grantee organization providing the services, are prohibited without prior approval.

3. Cash or Cash Equivalents – per Texas Administrative Code, Title 40, Part 15, Section 460.10(3) distribution of cash or a cash equivalent to veterans and/or their families is prohibited. Cash equivalents include gift cards and gas cards.

4. Scholarships – per Texas Administrative Code, Title 40, Part 15, Section 460.10(5) scholarships for education are prohibited.

5. Preparation of Grant Application costs – costs associated with preparing and/or submission of an Application are the responsibility of the Applicant.

6. “Honoraria” – this is not an allowable cost. The term “fee” should be used in lieu of honorarium in accounting records and consulting agreements.

7. Food – FVA reserves the right to restrict a Grantee from expending any funds on food costs or to disallow food costs. FVA will determine if food costs have both a programmatic purpose and are reasonable and necessary for the successful performance of the Proposed Project.

8. Construction – per Texas Administrative Code, Title 40, Part 15, Section 460.10(4) acquisition or construction of facilities, except for grant funds awarded under the H4TXH program, is prohibited.

9. Child support and alimony are not considered emergency financial assistance and are not permitted under this grant.

10. Court-ordered or settlement-mandated payments are not permitted.

11. Tax costs in the form of special assessments for capital improvements and/or federal income taxes are not permitted under this grant.

12. Medical expenses are not allowed. Medical treatment expenses including physician bills, prescription medications, medical insurance premiums or copays, audiology, vision care, emergency/after-hours clinic costs, lab work, imagery, and prescribed prosthetics.

IV. 2021-2022 Funding Opportunity and Application Guidelines

A. Total Funding Available and Number of Awards. The anticipated amount available for awarding in **2021-22** for all four FVA grant programs including VCSO Funding and possible grant renewals is **\$30,000,000**. The number of awards will be dependent upon the FVA grant amounts awarded to Eligible Applicants. Requested grant amounts must be one of the specific grant amounts listed. This amount is subject to change due to availability of funds.

B. Funding Priorities for 2021-22 FVA Grants. The Texas Veterans Commission (TVC) established the following priorities to provide guidance to the FVA Advisory Committee in developing funding recommendations and for the Commission in making grant awards. The FVA Advisory Committee shall provide funding recommendations for grant applications that:

1. Meet the overall FVA program goals. *See Section II, Paragraph F.*
2. Provide services and resources available through FVA grant programs to veterans and their families based upon their expressed needs for their county and/or region. (Does not apply to VTC grants)
3. Place a high priority on budgeting for client services.
4. Fund organizations with a demonstrated history of meeting grant performance benchmarks.

C. Term of 2021-2022 Grant. Grants awarded under this RFA will be for one (1) year beginning on July 1, 2021 and ending on June 30, 2022. Reimbursement will only be made for those allowable expenses that occur within the term of this grant. No pre-award spending will be allowed.

D. Number of FVA Grants per Organization. Applicants can submit one application per grant program, for a total of two grant applications for all grant programs announced in Part II of this RFA. Applicants may only be awarded a maximum of one grant per grant program, and a maximum of two grants for the term of this grant. Organizations may not have overlapping or concurrent grants in the same grant program during one grant period.

E. Application Period. The application period for this grant opens August 29, 2020 and closes October 29, 2020. Applications must be submitted by October 29, 2020 by 5:00 p.m. through the TVC GovGrants portal. Only applications submitted via the portal will be considered for funding.

F. Eligible Applicants:

1. Organizations that are currently providing services under a renewed grant during the 2020-21 grant period are not eligible for a second renewal and must apply under this RFA for the 2021-22 grant period.
2. Units of local government;
3. IRS Code § 501(c)(19) Posts or organizations of past or present members of the Armed Forces;
4. IRS Code § 501(c)(3) private nonprofit organizations authorized to do business in Texas;
5. Texas chapters of IRS Code § 501(c)(4) Veterans service organizations; or
6. Non-profit organizations authorized to do business in Texas with experience providing services to Veterans.

G. Not Eligible to Apply:

1. Individuals;
2. For-profit entities;
3. Units of federal or state government, including state agencies, colleges, and universities;
4. Organizations that have not fulfilled and maintained all legal requirements to operate in the state of Texas;
5. Organizations that do not have current operations in Texas or a Texas-based chapter; and
6. Organizations that are currently providing services under a non-renewed grant during the 2020-21 grant period, have an opportunity to meet renewal criteria for a 2021-22 grant, and therefore are ineligible to submit applications for the same grant programs announced in this RFA.

Please note: *Applicant organizations with contracts or agreements with the Texas Veterans Commission may be ineligible for Fund for Veterans' Assistance grant funding requested for Proposed Projects involving the same or similar services as those funded under the contract. Applicants are responsible for ensuring their submitted application discloses any such contract. The Proposed Project must be clearly and sufficiently differentiated in the application from any contracted services.*

H. Online Grant Application. Applicants are required to complete and submit the application on the TVC GovGrants portal (<http://tvcportal.force.com/>). Paper applications are no longer available, required, or accepted. Each Organization is required to register for one account in the GovGrants portal. This one account is used for all applications submitted by that Organization. Each section description provides an explanation of the information required to complete the application.

I. Funding Amounts per Grant Programs. Eligible Applicants can request the specific funding amounts for their grant-funded projects from the options below.

Funding Amount Requested	General Assistance Services	Housing for Texas Heroes Services	Veteran Mental Health Services	Veteran Treatment Court Services	Veteran County Service Office Services
\$5,000	Local, County, and Regional Applications	Local, County, Regional, & Statewide Applications	Local, County, Regional, & Statewide Applications	County-level & Regional Veteran Treatment Courts	County-level Services in GA (or) H4TXH (or) VMH
\$15,000					
\$20,000					
\$30,000					
\$50,000					
\$75,000					
\$100,000					
\$150,000					
\$200,000					
\$250,000					
\$300,000	Statewide only				VMH & H4TXH Services only
\$500,000					

J. Matching Funds. While there is no mandated matching requirement, the FVA does expect Grantees to share in the operational cost of funded projects. Applicants are required to identify the anticipated funds they will use on the Proposed Project. Organization revenue, excluding FVA grants, will be reviewed with respect to the amount requested in the application.

K. Required Financial Documentation with Applications. An Eligible Applicant must provide the minimum required financial documentation for the range in which their requested grant amount falls. Units of Local Government are not required to submit financial documentation. The amount of funding requested by an Eligible Applicant will determine the financial documents the Eligible Applicant must provide. An Eligible Applicant may supply financial documentation that is greater than what is required for an FVA Grant Amount (per the table below) but may not supply less than the Minimum Required Financial Documentation. *See Part VI. Key Terms & Definitions*

FVA Grant Amount	Minimum Required Financial Documentation
\$500,000 \$300,000 \$250,000 \$200,000	Independent Audited Financial Statements
\$150,000 \$100,000 \$75,000 \$50,001	IRS Tax Form 990 showing Part X Balance Sheets
\$50,000 \$30,000 \$20,000 \$15,000 \$5,000	Compilation of Financial Statements

Organizations submitting multiple applications for FVA grants with a total requesting over \$750,000 will be expected to provide an A-133 single audit as required by UGMS and 2 CFR 200. Organizations submitting a single (or multiple) applications with a total over \$200,000 will be required to provide an independent audited financial statement. For single or multiple applications totaling over 50,000, organizations are required to provide an IRS Tax 990 return.

Applicants are expected to read and be familiar with the FVA Grant Program Requirements and Terms and Conditions, unallowable expenses published in the TAC § 460.3, in this RFA, and in the 2 CFR 200.

L. Application Certification. Applicants will attest to a True and Correct Statement as part of the online application submission confirming compliance with all program requirements, terms and conditions, and provisions and assurances.

M. Application Eligibility. A Grant Application received by the Agency must meet the following requirements to be considered eligible for the competitive selection process for grant funding:

1. Be completed according to the grant application instructions;
2. Satisfy all requirements as listed in Section V. Application Review and Award Process; and
3. Submitted via the TVC GovGrants portal by the deadline established in this RFA.

If a Grant Application received by the Agency does not meet all requirements listed above, it may not be considered for funding. FVA may make a clarification or additional documentation request of applicants after initial review of their submission. Any information requested by the FVA must be submitted within five (5) business days of FVA’s request. If clarification information is not received or is incomplete, the application may not be considered for funding.

N. Application Eligibility – Unallowable Expenses. The requested grant amount will be reduced by the TVC Executive Director during application eligibility screening if the application includes unallowable budgeted expense(s) equaling 20%-40% of the total grant amount requested. Example: if \$20,000 of unallowable costs are listed in the budget of an application seeking \$100,000 of grant funding, the unallowable items will be removed by FVA, and the application amount will be reduced to \$80,000. The TVC Executive Director shall determine if the resulting, reduced application will move forward in the competitive selection process for awarding.

O. Ineligible Applications. Grant Applications received will be reviewed for eligibility and deemed ineligible if one or more of the following applies:

1. The application is not complete.
2. Minimum Financial Documentation is not provided.
3. The Application Package is missing required attachments or signatures.
4. If an audit completed in the past 2 years has significant deficiencies or material weaknesses.
5. If the organization has an exclusion record listed on the General Services Administration (GSA) System for Award Management (SAM).
6. The Application Package is not submitted through the TVC GovGrants portal by the deadline.
7. The **application is ineligible** if more than 40% of the budgeted expenses in the application are determined unallowable.

Please note: Applicant organizations with contracts or agreements with the Texas Veterans Commission may be ineligible for Fund for Veterans' Assistance grant funding requested for Proposed Projects involving the same or similar services as those funded under the contract. Applicants are responsible for ensuring their submitted application discloses any such contract. The Proposed Project must be clearly and sufficiently differentiated in the application from any contracted services.

P. Application Webinar and Questions. Potential applicants will have the opportunity to participate in information webinar sessions regarding the 2021-22 FVA grant applications. The webinars are tentatively scheduled as listed in Section V, Paragraph C below (page 25). The presentation will be the same for all information webinars and FVA staff will take questions at the end. Information regarding the meeting and webinar will be available on the FVA website. Please check the FVA website for updated information.

1. The information webinar sessions will address any questions regarding the application or application process but will not address a specific project or an organization's application.
2. All questions pertaining to this RFA must be submitted to rfaquestions@tvc.texas.gov with "2021-22 [Grant Program inserted here] Question" in the subject line of the email. Responses will be posted on the TVC GovGrants portal FAQs tab.

Q. Application Package. A complete Application Package includes submission completed online application and attached items listed below via the TVC GovGrants portal. An Application Package may have up to five attachments. Failure to provide required attachments **or** to agree with the True and Correct Statement **will result in ineligibility**. The Application Package includes the items listed below. When submitting the application package, name each attachment according to numbers below.

1. Résumés of the Principal Participants in the organization
2. List and terms of current governing body members (Board of Directors, Commissioners Court, City Council Members)
3. Financial Documentation if not a Unit of Local Government per *Part IV, Section K*.
4. IRS Tax determination letter regarding non-profit status, if applicable. **Do not submit paperwork from the State Secretary of State or the State Comptroller of Public Accounts regarding non-profit status.** Only IRS Tax determination letter indicating your organization is recognized as a tax-exempt non-profit is acceptable.
5. A copy of current professional liability insurance and/or malpractice insurance policy

V. Application Review and Award Processes

A. Application Eligibility Assessment & Review

1. The FVA staff follows a specific eligibility screening checklist to ensure consistent, transparent assessment and review of all applications before the applications enter the competitive selection process. The eligibility assessment is designed to be a proactive measure to prevent fraud, waste, and abuse and to alert the Commission to potential risks before an award is made.

2. Applicant Risk Determination. Organizations and their applications will be assessed for risk including review of additional information available about the organization such as public information discovered through open source research, Federal Audit Clearing House (Harvester), IRS Select Check, SAM, GuideStar and FVA risk assessment. Organizations determined to be High Risk will be highlighted for the Advisory Committee and Commissioners' awareness during their evaluation and awarding consideration. If selected, High Risk organizations are subject to additional conditions as defined in 2 CFR 200.207.

3. Applicant financial stability will be assessed based on submitted financial documentation and additional information available. The organization's reported previous year annual revenue not including any FVA grants will be compared to the amount requested in the application. All information should demonstrate that the applicant, if selected, will have the required working capital available to execute the project and then request reimbursements supported by adequate documentation. Competitive organizations typically can show a cash and/or cash equivalent balance covering at least 2 months of projected expenses for the grant project included in the application.

4. Application Review. Following eligibility screening, risk determination, and financial stability assessment, the eligible applications are reviewed by the FVA staff using a grant program rubric. The rubric assesses the application’s fit and alignment with FVA’s grant program, as described in the RFA and the FVA Program Guidelines and Terms and Conditions. Each application receives independent reviews from three separate FVA grant officers. The results from the reviews are weighted based on the percentages in the table below.

Areas for Review	Weighted Percentage
<p><i>Proposed Project</i> Is the Proposed Project reasonable, feasible, and able to be implemented?</p> <p>Does the proposed project support TVC program goals, as described in the application?</p>	40%
<p><i>Organizational Management</i> Does the organization have the capacity and experience to successfully accomplish the Proposed Project?</p> <p>What is the performance history of this organization with TVC grant funding?</p>	25%
<p><i>Budget</i> Is the budget reasonable, allowable, and necessary to accomplish the Proposed Project?</p> <p>Does the proposed budget include unallowable expenses specified in the RFA and application instructions?</p> <p>Does the proposed budget indicate a priority to fund client services?</p>	35%

B. Application Awarding Process. All eligible applications will be given to the FVA Advisory Committee for their evaluation and preparation of award recommendations to the Commission. The FVA Advisory Committee uses the application, its attachments, the applicant risk determination, FVA staff review based on the rubric, the FVA Program Goals, and the Commissions’ priorities to formulate the recommendation list for awarding.

1. The FVA Advisory Committee will convene in January 2021 for a public presentation of the Proposed Projects by Applicants. Following that public presentation, the FVA Advisory Committee will convene in March 2021 to make the award recommendations. Additional information on these meetings (specific location and dates) will be available and shared when confirmed. The dates of these meetings are subject to change. Please check the FVA website for updated information. Applicants are not required to participate in the presentation meeting, as their recommendation for awarding is not based on the presentation. The presentation meeting serves as an opportunity for applicants to present their projects and interact in-person or virtually with the FVA Advisory Committee while describing their projects’ objectives.

2. The funding recommendations made by the FVA Advisory Committee will be presented to the Commission in May 2021 for the Commission’s award decision. Additional information on this meeting will be made available when details are confirmed. The exact date of this meeting has not been set. Please check the FVA website for updated information.

3. If any part of the submitted application needs to be revised (for example, if the Grantee is awarded an amount other than that requested or the application mischaracterizes or contains unallowable costs), the Awarded Applicant must submit a revised application during post-award negotiations, following the 3rd Quarter Commission Meeting. The Agency will provide instructions and guidelines for the submission of the revised application.

4. When the application window is opened, and prior to the TVC Commission making the grant awards, the FVA staff and the FVA Advisory Committee members will not be able to discuss application status with any organization.

5. Applicants shall be notified in writing of the Commission’s decision regarding a grant award.



C. Key Dates for Grant Application and Award Processes. The dates listed in this RFA are subject to change. Please check the FVA website for updated information.

September 2, 2020 – 10:00am: 2021-2022 Request for Application (RFA) informational webinar. Additional information will be posted on website. These dates are subject to change. Please check the FVA website.

September 5, 2020 – 8:00am: Application Window opens for 2021-2022 FVA Grants. RFA will be posted for public viewing at <https://www.tvc.texas.gov/grants/> and the TVC GovGrants portal will be opened (<http://tvcportal.force.com/>) for applications.

Sep 9, Sep 17, 2020 and Oct 8, 2020 – 10:00am: FVA Grant Application informational webinars. Additional information will be posted on website. These dates are subject to change. Please check the FVA website.

October 28, 2020 – 5:00pm: Last day to submit RFA questions to TVC (rfaquestions@tvc.texas.gov) regarding this RFA.

November 5, 2020 – 5:00pm: All applications must be submitted. Application portal will close automatically at 5:00 p.m., Central Standard Time on this date.

January 2021: All eligible organizations may present their application to the FVA Advisory Committee. Additional information will be posted on the website later. This date is subject to change. Please check the FVA website for city, venue, date/time, and registration information.

March 2021: Funding Recommendation meeting. FVA Advisory Committee meets to confirm funding recommendations. Additional information will be posted on the website later. This date is subject to change. Please check the FVA website for city, venue, and date/time information.

May 2021: TVC Commission meeting. Austin, Texas. Additional information will be available later. This date is subject to change. Please check the FVA website.

June 2021: Notice of Grant Awards to be sent to funded organizations.

July 1, 2021: Grant Funding Period begins.

July 2021: Mandatory grantee training. Additional information will be available later.

June 30, 2022: Grant Funding Period ends.

D. FVA Grantee Training. Awarded Applicants will be required to participate in training. This training will be conducted remotely either via webinar or conference call, or in some instances FVA staff may conduct an onsite training visit at the Awarded Applicant’s facility. Training costs related to FVA Grant training do not need to be included in the budget for the Proposed Project.

VI. Definitions of Key Terms

Key Terms	Definition
Advisory Committee	The committee formed under Texas Administrative Code, Title 40, Part 15, Section 452.2(c), relating to Fund for Veterans' Assistance Advisory Committee. Consists of 9 volunteer members appointed by the Commission, who are tasked with providing recommendations for the FVA program to the Commission.
Agency	The Texas Veterans Commission.
Allocable	The process of assigning a cost in reasonable proportion to the benefit provided or other equitable relationship. A cost is allocable to an award if the goods or services involved are chargeable or assignable to that award in accordance with relative benefits received.
Allowable	Cost that is allocable, necessary and reasonable for the performance of the award and conforms to any limitation set forth in the RFA and is consistent with policies and procedures that apply uniformly to grant awards and other activities of the grantee.
AMI	Area Median Income calculated by the U.S. Department of Housing and Urban Development (HUD) to determine the income eligibility requirements.
Applicant	Shall have the same meaning as Eligible Applicant as defined in the Texas Administrative Code, Title 40, Part 15, Section 460.3(a). The following are eligible to apply for grant funds: 1) Units of local government; 2) IRS Code § 501(c)(19) Posts or organizations of past or present members of the Armed Forces; 3) IRS Code § 501(c)(3) private nonprofit organizations authorized to do business in Texas; 4) Texas chapters of IRS Code § 501(c)(4) Veterans service organizations. 5) Non-profit organizations authorized to do business in Texas with experience providing services to Veterans.
Approved Budget	The budget included in a grant application that corresponds with the amount awarded by the Commission and finalized through negotiations.
Assistive Technologies	Products and equipment that increase, maintain or improve the functional capabilities of persons with disabilities. Consists of wheelchairs & batteries, walkers, crutches, hospital beds, lift chairs, portable ramps, hearing aids, orthotic inserts & shoes, and eyeglasses.
Audited Financial Statements	A consulting service provided by a third-party Certified Public Accountant (CPA) that reviews the accounting processes and procedures. The CPA will review the financial statements using standards promulgated by the American Institute of Certified Public Accountants.

Award	Consists of grants, contracts, and other agreements between a TVC and a grantee.
Awarded Applicant	Shall have the same meaning as Grantee. An organization that receives a grant from the Fund for Veterans' Assistance.
Beneficiary	A member of the target population served by the Grantee's organization. For purposes of this grant, the Beneficiary, is a Texas veteran, Texas surviving spouse, or a Texas veteran's dependent.
Cancellation	Cessation of payment of grant funds and withdrawal of the Grantee's right to receive additional grant funds.
Capital Asset	Capital assets means tangible or intangible assets used in operations having a useful life of more than one year which are capitalized in accordance with GAAP. Capital assets include: (a) Land, buildings (facilities), equipment that exceeds the capitalization threshold, and intellectual property (including software) whether acquired by purchase, construction, manufacture, lease-purchase, exchange, or through capital leases; and (b) Additions, improvements, modifications, replacements, rearrangements, reinstallations, renovations or alterations to capital assets that materially increase their value or useful life (not ordinary repairs and maintenance).
Capital Expenditure	Capital expenditures means expenditures to acquire capital assets or expenditures to make additions, improvements, modifications, replacements, rearrangements, reinstallations, renovations, or alterations to capital assets that materially increase their value or useful life.
Capitalization Threshold	The minimum cost at which an asset must be reflected in accounting records and financial statements.
Child/Adult Care Services	Provides a safe group environment that includes supervision and care of all activities of daily living.
Clinical Counseling Services	Clinical therapy provided by licensed mental health professionals within the scope of their training and professional standards aimed at addressing mental health concerns.
Commission	The members of the Texas Veterans Commission. Consists of five members appointed by the Governor of Texas.
Community Integration	Participation in society through community networking, employment, independent living and social activity.

Compilation of Financial Statements	Refers to the process whereby an accountant presents, in the form of financial statements, information that is the representation of management (owners), without undertaking to express any assurance on the statements. This may or may not be done by a third-party CPA.
Contractors	An independent entity that agrees to furnish certain services that meet or exceed stated requirements or specifications, at a mutually agreed upon price and within a specified timeframe to a grantee.
Court Ordered Payment	The payment of money or other property by a party to the court for later distribution in accordance with the suit's settlement or the court's judgement.
De-obligation	Downward adjustment of the obligations recorded in a contract document.
Dependents	Spouse, minor son, or daughter, including stepchild or adopted child of a Texas veteran residing with the veteran or under age 23 if a full-time student. Includes a child who is incapable of self-support because of a mental or physical incapacity that existed before age 21 or occurred before the age of 23 while a full-time student.
Disabled Veteran	As defined in Title 5, United States Code Annotated, Section 2108(2), "An individual who has served on active duty in the armed forces, (except as provided under section 2108a) has been separated therefrom under honorable conditions, and has established the present existence of a service-connected disability or is receiving compensation, disability retirement benefits, or pension because of a public statute administered by the Department of Veterans Affairs or a military department."
Disallowed Cost	A questioned cost that the Agency has determined violates the conditions of the Notice of Grant Award (NOGA) or other law, regulation, or other document governing the expenditures of funds.
Eligible Applicants	As defined in the Texas Administrative Code, Title 40, Part 15, Section 460.3(a). The following are eligible to apply for grant funds: 1) Units of local government; 2) IRS Code § 501(c)(19) Posts or organizations of past or present members of the Armed Forces; 3) IRS Code § 501(c)(3) private nonprofit organizations authorized to do business in Texas; 4) Texas chapters of IRS Code § 501(c)(4) Veterans service organizations; or 5) Non-profit organizations authorized to do business in Texas with experience providing services to Veterans.
Equipment	Equipment means tangible property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization threshold established by the grantee for financial statement purposes or \$2,000.

Essential Needs	Basic human needs for sustenance including shelter, food, and clothing necessary for long-term physical and mental well-being.
Evidence Based Practice	A problem-solving approach to the delivery of mental health care that integrates the best available research from studies and client care data with clinical expertise in the context of patient characteristics, culture and preferences.
Evidence Based Practice Training	Certification and/or training commensurate with providing a professional with the ability to effectively implement a specific evidence-based practice within its intended scope to maximize positive impact for patient/client.
Evidence-based Treatment	Clinical therapeutic services that are specifically delivered by trained licensed mental health professionals within the established scope and parameters of the research supporting the treatment and clinical expertise.
Expenditure Benchmark	The percent of the total grant award that must be expended and reported by designated timeframes within the Grant Funding Period. Expenditure data is compiled in the quarterly report.
Family Counseling	Counseling that can help family members improve communication and resolve conflicts and teach skills to deepen family connections and be better prepared for stressful life events.
Family Stabilization	Helping families to develop coping skills they need to maintain a safe and health family unit, while improving the family’s community integration.
Food Pantry	A site that distributes bags or boxes of nutritious food to hungry families and individuals.
FVA	Fund for Veterans’ Assistance.
Governing Body	A group who formulates the policy and directs the affairs of an organization in collaboration with managing staff.
Grant	A sum of money given by an organization or a unit of government for a particular purpose. Grants do not include donations or in-kind contributions. An award of financial assistance in the form of money to carry out a program in accordance with rules, regulations and guidance provided by the grantor agency.
Grant Application	Documents submitted by an organization or unit of local government in response to the Request for Applications (RFA). Also referred to as “Application Package” in this RFA.
Grant Funding Period	The time period specified in the RFA and NOGA during which all work must be completed, and expenses must be paid.

Grant Project	The work and activities in the approved application for which grant funding has been awarded and finalized through negotiations. During the open application process and before the Texas Veterans Commission makes final grant awards, indicated by a fully executed NOGA, the Grant Project will be known as the Proposed Project.
Grantee	An organization that receives a grant from the Fund for Veterans' Assistance which is responsible for the administration of the award.
Home Modification	The modification of a home to allow accessibility and improve the health and safety of the disabled or aging resident(s).
Home Repair	Repair to a home to alleviate substandard living conditions that are considered critical to improve the health, safety of the residents.
Home Weatherization	The repair or modification of a home to improve the energy efficiency and the health and safety of the residents.
Homeless Veteran	Individuals who have lost their primary nighttime residence or are living in a place not meant for human habitation, in emergency shelter, in transitional housing, or are exiting an institution where they temporarily resided.
Homelessness Prevention	Resources and activities to support individuals who have transitioned out of a homeless status or are at risk of losing their primary nighttime residence within 14 days. Resources and activities include housing relocation, family and financial stabilization services, and housing assistance as necessary to prevent the individual or family from moving to an emergency shelter, transitional housing or a place not meant for human habitation.
HUD	Housing and Urban Development
HUD/VASH	Veterans Affairs Supportive Housing (VASH) - A collaborative program between HUD and VA that combines HUD housing vouchers with VA supportive services to help homeless veterans and their families find and sustain permanent housing
Ineligible	Any application submitted by an organization that does not meet the requirements of this RFA will be disqualified from further review and deemed Ineligible.

IRS Tax Form 990 showing Part X Balance Sheets	Refers to form used by tax-exempt organizations, non-exempt charitable trusts, and section 527 political organizations to provide the IRS with the information required by Internal Revenue Code, 26 U.S.C. § 6033 (relating to returns by exempt organizations). To be accepted as a Minimum Required Financial Documentation, the Form 990 submitted must be a complete, legible copy of the signed form filed with the IRS and include Part X. Balance Sheets.
Low Income	Defined by the United States Department of Housing and Urban Development (HUD) as 80 percent of the median family income for the area, subject to adjustments for areas with unusually high or low incomes or housing costs.
Meal Service	Delivers the nutritious meals, friendly visits and safety checks that enable Texas veterans and their families to live nourished lives with independence and dignity.
Mortgage	Obligation, including a mortgage, mortgage deed, bond, note, deed of trust, or another instrument that is a lien. Grantees are required to confirm that the owner of a home is current on any existing mortgage loans or home equity loans prior to providing home modification, repair, or weatherization assistance.
MVPN	Military Veteran Peer Network.
Notice of Grant Award	The Notice of Grant Award (NOGA) is the official grant award document notifying the grantee that an award has been made. The NOGA contains all terms and conditions of the grant award. The executed Notice of Grant Award (NOGA) and all addenda represent a legally binding contract ("Agreement") between the parties. Upon Commission approval of the grant award, the parties will be bound by the following: 1) the terms and requirements within this RFA document, 2) FVA Grant Program Requirements and Terms & Conditions, 3) the Grant Application and all items submitted by the grant applicant to the Commission in response to this RFA, and 4) the Notice of Grant Award (NOGA). In the event of conflicts or inconsistencies between any of these documents, the provisions set forth in the NOGA will prevail.
Peer	Veteran's and veteran's family members with shared life experiences.
Peer Networking Centers	Location which includes staffing by Veterans, for Veterans and their families where they are comfortable interacting with their Peers to learn about accessing resources and services for their benefit.

Peer Support Certification and Training	Training provided to assist veterans serve as counselors, mentors, life coaches, emotional support sponsors, suicide prevention specialists, or other role in the community to serve their fellow veterans and veteran families. Awareness training regarding trauma-informed conditions such as PTSD, substance abuse, and military sexual assault qualify.
Peer Support Services	Non-clinical services based upon the premise that an individual with a “military lived shared experience,” in this case military service, is uniquely able to contribute to the rehabilitation and recovery of those needing services. Offers emotional support, shared knowledge, teaches skills, provide practical assistance and connect veterans with resources.
Peer-to-Peer Counseling	Interactions between trained Peers who are successfully adapting to life and Peers who want to do the same. The trained Peer has completed training, is knowledgeable about resources, and can make efficacious referrals when appropriate; the interactions are also typically mutually beneficial.
Performance Benchmark	The percent of each minimum required performance measure that must be met and reported by designated timeframes within the grant period. Performance data is compiled in the quarterly report.
Principal Participant	Project Coordinator and Financial Coordinator, and Executive Director or any other key stakeholders in the Proposed Project. An organization’s top management that provides leadership, oversight, grant project management to employees and staff working on the grant. Principal Participants must ensure the grant staff is operating the project as written in the approved award, following all organizational policies, and grant related rules and regulations.
Program Income	Gross income received by the grantee directly generated by a grant supported activity or earned only as a result of the grant agreement during the grant period.
Project Coordinator	Provides general leadership and direct oversight of the grant project activities including implementation, monitoring, reporting, and compliance to ensure the grant goals and metrics are met as outlined in the award.
Project Manager	Responsible for leading the grant award through planning, initiation, execution, control and completion. Must ensure the grant staff is operating the project as written in the approved award.
Proposed Project	The work and activities for which funding is sought and as written in the approved application. Upon approval by the Texas Veterans Commission approve the application, the Proposed Project will then become known as the Grant Project.

Questioned Cost	A cost that has been identified to be an alleged violation of a provision of the NOGA, law, regulation, or other agreement or document governing the expenditure of funds or a cost that is not supported by adequate documentation.
Rapid Rehousing Program	Connects families and individuals experiencing homelessness to permanent housing through a tailored package of assistance that may include the use of time-limited financial assistance and targeted supportive services. Rapid rehousing programs help families and individuals living on the streets or in emergency shelters solve the practical and immediate challenges to obtaining permanent housing while reducing the amount of time they experience homelessness, avoiding a near-term return to homelessness, and linking to community resources that enable them to achieve housing stability in the long-term.
Reasonable	A cost is reasonable if, in its nature and amount, it does not exceed that which would be paid by a prudent person under the circumstances prevailing at the time the decision was made to incur the cost.
Regional	Refers to a Proposed Project whose service area includes two or more counties within the state and whose services are offered and available to beneficiaries living within those identified counties.
Reimbursement	Payment is provided after the grantee has paid for services provided to beneficiaries. TVC payments/reimbursements are on a monthly basis after the grantee has submitted the required accurate supporting documentation for expenses claimed during the reporting month.
Reimbursement Grant	The grantee is required to provide its own working capital to finance operations. Grant payments will be made to reimburse the grantee for actual expenditures made and supported by adequate documentation.
Rescind	Awarded grant applicant revokes, cancels or repeals award prior to NOGA.
Restorative Dentistry	Management and procedures that dentist performs to keep patients' mouth healthy and functional. Emergency procedures to include dental implants, dentures, fillings, and crowns, not to exceed \$2,500 per beneficiary, the grantee's maximum allowable cost per client, or the lesser of the two.
Résumé	A document that contains a summary of relevant job experience and education.
Rural Area	Per the US Census Bureau, all population, housing, and territory not included within an urban area which is classified as an area of 50,000 or more people. Generally, it is a geographic area that is located outside cities and towns.

Statewide	Refers to a Proposed Project whose service area includes every county within the state and whose services are offered and readily available to beneficiaries living within every county within the state.
Stipend	A predetermined amount of money paid to trainees, interns, and students to help offset expenses. Often provided to those who are ineligible to receive a regular salary in exchange for the duties they perform.
Sub-Grant	An award made by a Grantee to another organization or agency using grant funds. Sub-granting FVA grants is prohibited under Texas Administrative Code, Title 40, Part 15, Section 460.10(2).
Supplanting	The replacement of agency funds for any activity of an existing project specifically because TVC grant funds were awarded
Surviving Spouse	A person who was the spouse of the veteran at the time of the veteran's death and (a) who lived with the veteran continuously from the date of marriage to the date of the veteran's death, and (b) has not remarried or has not since the death of the veteran and after September 19, 1962, lived with another person and held himself or herself out openly to the public to be the spouse of such other person.
Time and Effort	A document that captures the actual time worked and charged for allowable grant activities. Must be in writing and include actual time spent, period covered, and must be signed by employee and supervisor.
Transition Assistance	Provide information, resources, and tools to active duty, veterans and their families to help prepare for the move from military to civilian life.
Transitional Housing	Provides homeless individuals and families with the short-term interim stability and support to successfully move to and maintain permanent housing and independent living.
TVC	Texas Veterans Commission.
Unallowable Cost	A cost that is 1) not necessary or reasonable for proper and efficient performance and administration of the project, 2) not allocable to the project, 3) not authorized or prohibited under State or local laws or regulations, and 4) does not conform to limitations or exclusions set forth in 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Federal laws, terms and conditions of the award, or other governing regulations as to types or amounts of cost items.
Unduplicated	For purposes of this grant, unduplicated shall be defined as not previously counted during the grant award period.

Units of Local Government	A county, municipality, special district, school district, junior college district, a local workforce development board created under the Texas Government Code § 2308.253, or other legally constituted political subdivision of the state.
VCSO Funding	SB 1679 (85th Legislature) created a 5% set-aside for VCSO applications for FVA grants. This funding is available for General Assistance, Housing for Texas Heroes, and Veterans Mental Health grant applications with the Veteran County Service officer listed as the Project Coordinator.
Very Low Income	Household with less than 50% of the Area median income as defined by HUD.
Veterans Treatment Court	To provide support and resources for veterans involved with the criminal justice system, rather than punishment. These courts emphasize treatment rather than incarceration.
Workshop Program	Groups with shared knowledge or experience involved in learning or discussions working with interactive activities and exercises, with opportunities to practice applying the concepts that are presented to the group.