

VFW POSTS & AUXILIARIES YOU
CAN APPLY FOR A
POST/VFW AUXILIARY COMMUNITY
SUPPORT GRANT

RECEIVE UP TO \$1,000
TO MAKE YOUR COMMUNITY A
BETTER PLACE!

The VFW Foundation wants to help your Post get more involved in your community. That's why we have established a "VFW Foundation Post/VFW Auxiliary Community Support Grant" open to VFW Posts and their Auxiliaries.

The VFW Foundation will provide up to \$1,000 to a Post and/or VFW Auxiliary supporting local nonprofits or performing an important outreach in their community or enhancements to Post buildings for this purpose!

The application process is simple:

- A VFW Post and/or VFW Auxiliary can apply using the attached "VFW Foundation Post/VFW Auxiliary Community Support Grant" application as found on pages 4 and 5 of this document. The application must be signed and authorized by the head of your organization (Post Commander or VFW Auxiliary President) so that he/she is knowledgeable and supportive of the request.
- After the application is submitted, the applicant will receive notification from the VFW Foundation within thirty (30) calendar days of a decision. If the project has been approved, a check or notification of ACH from the VFW Foundation will be included with the decision letter.
- **A Post and/or VFW Auxiliary that receives grant funding must complete a Final Report** (also provided by the VFW Foundation in the award letter) along with proof of expenditures in the form of receipts, invoice copies or copies of check(s) that verify spending for their project.
- VFW Foundation grant funds must be expended within nine (9) months of the award date which coincides with the time frame expected for project completion. A report detailing how the funds were spent must be received by the VFW Foundation no later than July 1, 2017.



VETERANS OF FOREIGN WARS FOUNDATION POST/VFW AUXILIARY COMMUNITY SUPPORT GRANT APPLICATION

THE VETERANS OF FOREIGN WARS FOUNDATION

The Veterans of Foreign Wars (VFW) Foundation is the official 501(c)(3) charity of the Veterans of Foreign Wars of the United States.

GRANT OVERVIEW

OBJECTIVES

- The purpose of this grant is to provide financial support to VFW Posts and Auxiliaries conducting a local outreach program, supporting a local nonprofit or enhancing their Post buildings that directly improve their ability to perform a community service.
- VFW Posts and VFW Auxiliaries can conduct grant activities on their own or leverage grant funds in partnership with other non-VFW charities that have existing programs or services, such as a local Boy Scout chapter. Your Post may only make a donation to another organization that is within a 25-mile radius of your Post.
- VFW Foundation grant funds must be expended within nine (9) months, which coincides with the time frame expected for project completion.

ELIGIBILITY

- The “*VFW Foundation Post/VFW Auxiliary Community Support Grant*” is open *only* to VFW Posts and VFW Auxiliaries which are in good standing with the Veterans of Foreign Wars of the United States (if a VFW Post is making the request) or the Veterans of Foreign Wars Auxiliary (if a Post/Auxiliary is making the request). The Military Order of the Cootie Pup Tents or the Military Order of the Cootie Auxiliaries are not eligible to apply. (**Posts in arrears or have not filed a properly completed election report, will not be eligible to apply.**)
- A VFW Post and/or VFW Auxiliary can only apply once per fiscal year (VFW Foundation fiscal year begins and ends on September 1) for this grant.

INELIGIBLE GRANT ACTIVITIES

- Grant funds cannot be used to promote activities that will benefit a particular religion, race or any other cause that would seek to exclude or discriminate, or to provide assistance only to members of such religion, race or group.
- Grant funds may not be used in any capacity for canteen/bar enhancements, repairs or operational expenses.
- Grant funds cannot be made available to any government entity or their agencies (local, state or federal) with the exception of public schools, and local law enforcement and first responder units.

- Grant funds can only be used for activities associated for direct outreach. Funds cannot be requested to support political viewpoints, candidates or legislative/ballot/legal issues.

APPLICATION PROCEDURE

- The application process is simple. A VFW Post and/or VFW Auxiliary can apply using the attached brief “*VFW Foundation Post/VFW Auxiliary Community Support Grant Application*” as found on pages 5-6 (Sections I & II) of this document. The application must be signed and authorized by the Post Commander or VFW Auxiliary President so that he/she is knowledgeable and supportive of the request.
- After the application is submitted, the Post and/or VFW Auxiliary will receive notification from the VFW Foundation within thirty (30) calendar days of a decision. If the project has been authorized, a check or ACH notification from the VFW Foundation will be included with the decision letter.
- VFW Foundation grant funds must be expended and a report must be returned to the VFW Foundation by July 1, 2017.

DEADLINE

- While the official deadline is August 31 of each year, funding for the *VFW Foundation Post/VFW Auxiliary Community Support Grant* is limited and grants are awarded on a first come first serve basis; thus, grant funding could be exhausted at any time. Therefore, the earlier a Post and/or VFW Auxiliary submits an application, the better their chance is for funding consideration.

REPORTING

- VFW Posts and VFW Auxiliaries that have been awarded a “*VFW Foundation Post/VFW Auxiliary Community Support Grant*” will need to fill out a follow-up report within nine (9) months of the receipt of their grant. This report will document how the money was used. A grant reporting form will be sent with the award notification. (If you did not receive one please contact Jason Couch at 816-968-1174 or jcouch@vfw.org)
- **Failure to properly document spending may result in the Post or VFW Auxiliary having to return all VFW Foundation funding that they were awarded. Failure to comply will disqualify your Post and/or VFW Auxiliary from applying in future years.** Posts and VFW Auxiliaries are encouraged to acknowledge this grant in local media, both in print and electronically. Emphasis should be on how the Post and/or Auxiliary is bettering their community.

If you have pictures from an event funded by a “VFW Foundation Post/VFW Auxiliary Community Support Grant” we would greatly appreciate it if you would upload them to Twitter or Facebook with a short statement and use the hashtag #VFWPostPride.

PLEASE NOTE: These “*VFW Foundation Post/VFW Auxiliary Community Support Grant*” guidelines are general in nature, and the VFW Foundation reserves the right to amend, modify or waive these guidelines in whole, or in part, if the VFW Foundation deems it is in its best interest to do so. Final approval of grant awards and funding amounts are subject to the exclusive determination and discretion of the VFW Foundation Board and its decisions are not subject to review.

SECTION I

VFW FOUNDATION "POST/VFW AUXILIARY COMMUNITY SUPPORT GRANT" APPLICATION

VFW POST or VFW AUXILIARY #:

ARE YOU APPLYING FOR GRANT ON BEHALF OF (check

appropriate box below): POST__

VFW AUXILIARY _____

ADDRESS: _____

CITY/STATE: _____ ZIP CODE: _____

TELEPHONE: _____

CONTACT PERSON FOR APPLICATION: _____

TELEPHONE: _____

EMAIL: _____

NAME OF POST COMMANDER (IF VFW POST): _____

NAME OF VFW AUXILIARY PRESIDENT (IF VFW AUXILIARY) _____

AMOUNT REQUESTED (maximum amount is \$1,000): _____

DOES THE POST/VFW AUXILIARY AGREE TO MAKE COPIES OF ALL RECEIPTS USED FOR THE PROJECT IF YOU ARE AWARDED THE GRANT SO AS TO DOCUMENT THAT FUNDS WERE SPENT AS REQUESTED?

YES ____ NO ____

Where did you hear about this grant opportunity? (VFW.org, vfwfoundation.org, VFW Magazine, Social Media, Etc.)

Signature of Post Commander or VFW Auxiliary President

Date

SECTION II

EXPLAIN NEED FOR FUNDING & HOW IT WILL BE USED

Briefly summarize in 250 words or less how your Post or VFW Auxiliary would utilize the grant money. Please consider the following questions: (1) Why is the grant needed? (2) Who will be impacted or benefit from the grant? (3) How will the grant benefit the community? (4) Will it facilitate better involvement of VFW members with their local community?

Please closely follow the instructions provided in this application. When you have reviewed all information, click **SUBMIT** below. Once submitted you will no longer be able to update or revise.



FREQUENTLY ASKED QUESTIONS

Q: I have some questions about the application, whom can I talk to? If you have any questions, contact Jason Couch, Grants Coordinator, VFW Foundation, at (816) 968-1174 or jcouch@vfw.org.

Q: Do I have to submit this application online? No. You may also print the application and mail to:

VFW Foundation
ATTN: Jason Couch, Grants Coordinator
Post/Auxiliary and Community Support
Grant 406 W. 34th Street, Suite 920
Kansas City, MO 64111

Q: Can my Post and/or Auxiliary request Post/VFW Auxiliary Community Support Grant funds for a project that's already complete? No. A VFW Post or VFW Auxiliary's request for funds for a project that has already been completed will be denied.

Q: Can we submit more than one application? No. A VFW Post or VFW Auxiliary can only apply once per year for grant consideration.

Q: Can a Post and its VFW Auxiliary apply for a grant? Yes. A VFW Post and its VFW Auxiliary can both apply for funding in the same grant cycle.

Q: Can a MOC Pup Tent or MOC Auxiliary apply for a grant? No. The grant is for VFW Post and VFW Auxiliaries only.

Q: If my Post or VFW Auxiliary does not receive a grant, will we be able to find out why? No. Due to the volume of submissions it is not possible to respond individually to an applicant in detail. Our selection process is confidential.

Q: How will we be notified whether or not our grant proposal was approved? All applicants will receive a notification acceptance or declination letter from the VFW Foundation within thirty (30) days of submission.

Q: How are grant proposals submitted? Online, USPS mail, or delivery services such as FedEx or UPS are all acceptable. Online submissions will be directed to foundation@vfw.org. Submissions via FAX will **not** be accepted.

Q: How are submitted grant proposals evaluated? Proposals will be evaluated based on a variety of criteria such as originality, anticipated benefit, and the likelihood that the program will make a meaningful difference in your community.

Q: If we are awarded a grant, what is the time period in which we have to distribute funds? The grant award needs to be utilized within a six (6) month period. Any money not distributed during this time frame must be returned to the VFW Foundation.

Q: If we receive a grant award, will we be required to submit a project report? Yes. At the end of your project, the VFW Foundation requires a brief one-page report (guidelines included with grant award) that describes how the money was used. The guidelines for this report will be included in an award letter if the Post or Auxiliary has been awarded funding. Additionally, if any publicity was obtained (such as a newspaper article on the project), we ask that you mention it or, if possible, attach it to your report. Remember, you will also be asked to document your project spending by providing copies of receipts used for the project.