



**OREGON DEPARTMENT
of VETERANS' AFFAIRS**

Request for Grant Proposal (RFGP)
2023-2025
Campus Veteran Resource Center
Grant

Date Issued: July 31, 2023
Proposals due: Monday, September 4, 2023; 11:59pm PST
Performance Period: December 01, 2023 – June 30, 2025



OREGON DEPARTMENT | **STATEWIDE VETERAN**
of **VETERANS' AFFAIRS** | **SERVICES**

Note to Grant Applicants

*Please read the RFGP requirements
and evaluating Rubric carefully.*

This Request for Grant Proposals (RFGP) includes statutory requirements, procedures, instructions, and grant criteria to assist grant Applicants who are applying for a grant under the Oregon Department of Veterans' Affairs Campus Veteran Resource Center Grant.

***Application Due Date: September 4, 2023
11:59 pm Pacific Standard Time***
Go to the ODVA Grants [webpage](#) to apply.

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Section 1: Overview of the Grant

1.1 Introduction and Background

Overview

In 2017, 2019, and 2021, the Oregon State Legislature approved grant funding for the Veteran Resource Centers on community college and public university campuses in Oregon. The 2023 Legislature approved \$1,000,000 to continue augmenting existing campus programs that help veterans successfully transition from military service to college life, succeed in college and complete their educational goals, and transition from college to the workforce and the community.

Oregon Revised Statute (ORS) 406.530 requires the Oregon Department of Veterans' Affairs (ODVA) to develop and implement the grant and award multiple one-time grants on a competitive basis. Only Oregon community colleges and public universities are eligible to apply for this grant. Each community college or university may submit only one grant proposal; however, a grant proposal may include more than one project, which may be located on multiple campuses. Each project shall have individually identified goals, objectives, outcome measures and a requested award amount.

The maximum grant award for each application is \$100,000. ODVA may award grants to Oregon community colleges and public universities that successfully demonstrate capacity to administer any funds awarded under the Proposal by the end of the performance period in which the Agreement is executed. If a Proposal includes more than one project, grants may be awarded in part or in full.

Oregon Department of Veterans' Affairs

Our Vision : All veterans and their families thrive in Oregon.

Our Mission: To honor and serve all Oregon veterans and their families by aligning and delivering earned benefits and services that enhance and improve their lives in recognition of their service to our nation.

Our Values: Stewardship Excellence Respect Vision Inclusivity Commitment Equity

ODVA is committed to providing equitable access to services and support for all veterans. We encourage proposals that serve all veterans, including historically and continuously underrepresented racial and ethnic groups, women, individuals with disabilities, and LGBTQ+ veterans. The strength of ODVA lies in the diversity of our partners and their work, as we work together to serve the veteran community throughout Oregon.

It is estimated that there are over 1,400 homeless veterans in Oregon on any given night. No one who served their country should be without a safe place to rest their head, and yet, veteran homelessness remains a persistent problem throughout Oregon. ODVA is committed

to utilizing its partnerships and resources to address student veteran homelessness and student veteran housing stability.

Campus Veteran Resource Centers

The Campus Veteran Resource Centers (CVRC) are to provide a place for veterans to get assistance and support from Campus Veteran Resource Coordinators, connect with other veterans, study, and network. The center also serves as a “home base” on campus where a Campus Coordinator is available to help veterans transition to campus life, support them while completing their education, and assist in the transition from the campus to the workforce. Campus Veteran Coordinators are also able connect veterans with local, state, county, tribal, and federal resources, and serve as a critical link to the County and Tribal Veteran Service Officers who provide assistance to veterans and their eligible dependents in obtaining earned state and federal benefits.

1.2 Eligibility

Only Oregon community colleges (CC) and public universities (PU) are eligible for these grant funds. There are 17 community colleges and 7 public universities in Oregon (excluding Oregon Health and Sciences University). Each CC or PU may only submit one application, regardless of the number of campuses or Veteran Resource Centers.

ORS 406.530 (4) established eligibility requirements for applicants, including:

At the time of application, the community college or public university shall have:

- A Campus Veteran Resource Center; or
- A Campus Veteran Resource Coordinator (or intends to hire a coordinator prior to the distribution of grant funds); or
- Both a Campus Veteran Resource Center and a Campus Veteran Resource Coordinator.

1.3 Definitions

As provided in [OAR Chapter 274, Division 37](#), the following definitions apply:

- **“Applicant”** means an Oregon Community College (ORS 341.005) or Public University (ORS 352.002) that has submitted a Proposal to the Department.
- **“Asset”** means non-capital assets tangible or intangible property used in organization operations having a useful life beyond a single year and an initial cost (inclusive of ancillary charges) of less than \$5,000 as defined in the State of Oregon Accounting Manual (OAM) 65.00.00 Glossary. Public stewardship, risk, and internal control concerns should govern the agency’s decision on how these assets are managed and tracked. [OAM 15.50.00](#). PR.152

- **“Award Letter”** means an initial notification of award to a successful Applicant, indicating the award amount, grant period and that a Grant Agreement will be prepared with all details as indicated in ORS 406.530 (7)(b).
- **“Capital Assets”** means tangible and intangible property as defined as “capital assets” in the OAM, Number 15.50.00, as amended, that have initial estimated useful lives beyond a single year and have an initial cost of at least \$5,000 and does not include items below \$5,000. Examples of capital assets include land, land improvements, buildings and building improvements, motor vehicles, equipment, and machinery, works of art and historical treasures, and infrastructure items such as state highways and airports.
- **“Capital Improvement”** means an action that increases the useful life of a capital asset or adapts a capital asset to a new use.
- **“Department” or “ODVA”** means the Oregon Department of Veterans' Affairs.
- **“Evaluation Committee”** means a committee selected by the Department to evaluate and score eligible Grant Proposals.
- **“Grant Agreement”** means a legally binding agreement between the Department and the Recipient that contains the terms and conditions under which the Department is providing Grant Funds under ORS 406.530 (7)(b) and the Request for Grant Proposals (RFGP).
- **“Grant Program”** means the Campus Veteran Resource Center (CVRC) Grant.
- **“Policy”** means specific guidelines designated in the RFGP guidance, which are used by the Department in the decision-making process.
- **“Proposal”** means a grant application submitted to the Department in response to the Request for Grant Proposal (RFGP).
- **“Recipient”** means an Applicant that was selected as a recipient of grant funds by the Department and that enters into a Grant Agreement with the Department to receive funds from the Grant.
- **“Supplant Funds”** means to use Grant Funds to replace funds that were previously appropriated by a community college or public university for Campus Veteran Resource Centers or Campus Veteran Resource Coordinators.
- **“Veteran”** has the meaning given in Oregon Revised Statutes (ORS) 408.225.

Section 2: Use of Funds and the Work Plan

2.1 Grant Use of Funds, Award Amounts

Use of Funds

[ORS 406.530](#) *“Grant recipients may use grant funds awarded under this section for the expansion and enhancement of existing campus veteran resource center programs, including training campus veteran coordinators, purchasing computer and other equipment and supplies, hiring additional staff, hosting veteran events, facilitating access to workforce and community resources that were not previously available and meeting other identified needs for the successful and continued operation of the existing centers and coordinators.”*

Capital Improvements

The community college or public university may apply for funds for capital improvements. The total amount of needed funds from the *grant cannot exceed 25%* of the total grant award. It is best practice to disclose any other matching funds for the proposed capital improvement work in the budget. The application must identify how the capital improvements will meet the needs of the student veterans.

Award Amounts

The total amount available for the 2023-2025 ODVA Campus Veteran Resource Center Grant awards is up to \$1,000,000. ODVA will award one-time grants to successful applicants for the current biennium. The maximum amount of a grant award is \$100,000, regardless of the number of campuses or Campus Veteran Resource Centers. ORS 406.530 states that ODVA shall award grant funds to a successful applicant in an amount equal to the least of:

1. The amount supported by the applicant's application; or
2. \$100,000; or
3. Any other amount determined by the Department to further the purpose of the grant.

2.2 Limitations on Use of Funds

- Grant funds may NOT include any indirect/administrative expenses.
- Grant funds may NOT supplant existing funds and resources.
- Grant funds may NOT be used for salaries of U.S. Department of Veterans Affairs school certifying officials.
- Grant funds may NOT be used under this section to duplicate services provided by County Veteran Service Officers appointed under ORS 408.410, as described in ORS 406.450.
- Grants are limited in the amount of funds allocated for a Campus Veteran Resource Center Coordinator's salary and benefit. ORS 406.530 states that the CC or PU may use up to \$35,000 of grant funds to pay a Campus Veteran Resource Center Coordinator's salary, provided the CC or PU matches *at least 50%* of grant funds for that purpose.

2.3 Reimbursement Grant

- The Campus Veteran Resource Center grant is a reimbursement grant. ODVA will provide a template to be used for submission of reimbursement requests.
- All expenses must be detailed on the ODVA Claim form with supporting documentation.
- ODVA will review each claim for allowable expenses, then submit the claim to accounting for payment.
- Claims received by the 15th of each month will be reviewed for payment by the end of that same month.
- The last day to incur expenses with this grant will be June 30, 2025. The last day to request reimbursement for this grant will be July 15, 2025.

2.4 Retention and Disposal of Assets

- Records Retention: Recipients are to maintain a complete file of all records for this grant for six (6) years after the grant period closes.
- Any non-capital asset purchased under this grant shall remain an asset in the service of the Campus Veteran Resource Center for at least three (3) years.
- Any capital asset purchased under this grant shall remain an asset in service of the Campus Veteran Resource Center for at least five (5) years.
- If the Campus Veteran Resource Center should discontinue providing services to veterans prior to the above retention schedule, then the assets purchased with grant funds must be transferred to another organization that provides services to veterans.

2.5 Grant Proposal Goals and Objectives

ORS 406.530 designated grant funds to be used to expand and enhance a campus veteran program. A Grant Proposal must meet one or more of the three fundamental goals for the program and meet one or more of the following objectives of the grant. *If a Grant Proposal has more than one distinct project, Applicants must separately describe each project, including its objective and goal.*

Goals: The grant funds shall be used to meet at least one of the three fundamental goals for a campus veteran program. These goals aim to help veterans:

1. Successfully transition from military service into community college or public university.
2. Succeed in an Oregon community college or public university and complete their educational goals.
3. Successfully transition from college to the workforce and community.

Objectives: In order to meet the fundamental goal(s) for the grant, the funds shall be used for at least one of the following broad objectives:

- Expand and enhance the existing Campus Veteran Resource Center on campus premises.
- Recruit and employ Campus Veteran Resource Center Coordinators who can serve as liaisons to provide advocacy, understanding and resource connections for veterans.
- Attract veterans to enroll in and attend educational programs at the CC or PU.
- Provide assistance, guidance, and support to veterans in completing educational goals and objectives.
- Provide resources to college administrations, faculty, and staff to facilitate an understanding and appreciation of the strengths, unique challenges and needs of veterans and their families.
- Refer campus veterans to the local County or Tribal Service Officers (CVSO) appointed under ORS 408.410 who assist veterans in obtaining federal and state veteran benefits.
- Assist veterans in successfully transitioning to work and community life by connecting veterans with workforce and employment resources.

2.6 Measurable Outcomes

Measurable outcomes are an important component of a Proposal, and documentation of measurable outcomes must be included in the Proposal.

- An outcome is a statement of a specific measurable change (result) that the Applicant aspires to achieve with the Grant funding.
- Measurable outcomes will provide data and other evidence, that demonstrates if the application's goal(s) were achieved.
- **One of the measurable outcomes must be the number of student veterans served by the program, project, activity.**

ODVA highly recommends using the SMART method for objectives and outcomes shown here:

S	Specific	What EXACT result(s) do you wish to accomplish?
M	Measurable	How will you measure progress or know when a goal is accomplished?
A	Attainable	Will funding provide the skills or resources needed to reach the desired result? Does the campus have the capacity/ability to implement this idea?
R	Relevant	Is the result worthwhile for student veterans? Is there a demonstrated need for a change (result)?
T	Time Bound	When will the objectives, outcomes and goals be completed?

Other measurements might include:

- If your campus has a Veteran Resource Center, how many veterans use the Center?
- Results of a survey regarding services provided by the Center.
- What do veterans come to the Center for: rest & relax, help with forms, quiet place to study, use of computer, connect with other veterans and/or military connected students?
- How many veterans attend events sponsored by the Center?
- What type of events are offered? Social? Job fairs? Meet and greet?
- Number of veterans connected with behavioral/health care resources, or other resources.
- Number of veterans referred to their local County or Tribal Veteran Service Office.

2.7 Reporting Requirements

Quarterly Reports: Recipients will be required to submit quarterly reports in a format required by ODVA. Reports shall include a performance update on the number of veterans served, grant objectives, other data and information on outcomes, and details on expenditures of grant funds as laid out in the Grant Proposal. Reports are due 30 days after the end of each calendar

quarter (March 31, June 30, September 30, December 31). Report Deadlines: April 30, July 30, October 30, January 30.

Final Report: Recipients will be required to submit a final report in a format required by ODVA. Reports shall include a summary of the measurable outcomes and provide budget reconciliation on expenditures of grant funds, as laid out in the Grant Proposal. If the funds were used to purchase non-capital assets and capital assets (see definitions), include an inventory log showing a description and dollar amount of items purchased. Desirable items such as computers, phones, printers etc., must also include the serial number on the log.

(Final reports are due 60-days after close of the performance period, by August 30, 2025. As outlined in 2.3, the date to submit the final reimbursement request is July 15, 2025)

Site Visit: ODVA may schedule a site visit to review the progress of the grant work, as well as review asset logs for items purchased with grant funds, files for grant documents, and claim back-up documentation.

Templates for all reports will be provided by the Department.

Section 3: Point of Contact and Timeline

3.1 Point of Contact (POC) at Oregon Department of Veterans' Affairs

Brenna Bandstra, ODVA Grants Coordinator
700 Summer St NE | Salem, OR 97301-1285
Cell (971) 388-8204 | Brenna.BANDSTRA@odva.oregon.gov

All communications and/or questions concerning this RFGP should be directed to the Point of Contact named above. Any oral communication will be considered unofficial and non-binding. Any additional information received in writing from the POC is considered official.

3.2 Closing Date for Submitting Proposals

**All proposals must be complete and submitted by
Monday, September 4, 2023; at 11:59 pm PST**

ODVA will only accept Proposals via the link provided on the [ODVA website](#).

3.3 Timeline and Other Key Dates

July 31, 2023

Release RFGP - send to potential Applicants & post on ODVA website.

August 4, 2023

1st: Campus Grant Guidance Webinar (Please join Brenna for this informative session on this RFGP, followed by time for Q & A).

September 4, 2023

Proposal due date 11:59 pm on Monday September 4, 2023. Via Electronic link on [ODVA grant page](#) (5-weeks to complete proposal).
ODVA staff to review Proposals for completeness.

September & October 2023

Grant Proposal Evaluation Committee independent review of proposals.
Evaluator recommendations submitted to ODVA Director for review and approval.

November & December 2023

Decision letters will be sent to all applicants.
Grant Agreements to be prepared and executed

If awarded, ODVA may allow for the schools to begin spending, however NO funds will be reimbursed until the grant agreement is fully executed.

December 2023– August 2025

Performance Period: December 1, 2023 – June 30, 2025 (19-months)

June 30, 2025 – Performance period ends. Final date for recipients to incur expenses.

July 15, 2025 – Final date for recipients to submit reimbursement requests. ODVA will provide reimbursement form.

August 30, 2025– Final reports with all data due. ODVA will provide the form for this report.

Section 4: Format, Submission, & Proposal Requirements

Grant Proposals shall include all the required elements listed here in **Section 4**. Submission is to be made through the link on the [ODVA website](#).

ODVA will review the Proposal for completeness and will only provide Proposals that meet these requirements to the Evaluation committee.

4.1 Required File Name Format:

Example: Chemeketa Community College	
ChemCC_Applicant Certification_CVRCG 2023	ChemCC_IRS W9_CVRCG 2023
ChemCC_Project Narrative_CVRCG 2023	ChemCC_Participant Log Example_CVRCG 2023
ChemCC_Budget Proposal_CVRCG 2023	ChemCC_Participant Outcome Tracking _CVRCG 2023

4.2 Required Document Format & Submission Requirements

- All pages must be standard letter size (8.5" x 11")
- Use a 12-point Times New Roman or Calibri font, double line spacing, and 1-inch margins. Tables may be in 11-point font.
- The Narrative and Narrative for the Budget must be in one document. List in sequence each section listed below. State each Part & Element number and Title in bold and all in one document.
- Number all pages
- Do not use a Table of Contents or divider pages
- Do not add any graphics and photos
- Submit using the [Smart Sheet Form](#), with all attachments, through the ODVA website where the Smart Sheet form link will be provided .

4.3 Required Elements

Part I: Applicant Certification Form provided by ODVA

This form must be signed by an Administrative Official that is authorized to commit the institution to a contract.

Part II: Project Narrative

a. Executive Summary (1 page limit)

Use the Executive Summary to give a high-level **overview** of the current support for veterans at the campus, and how the grant will help to make positive changes to meet the needs of student veterans. *Note these ideas should be expanded upon throughout the Proposal.*

- Provide a brief description of the identified need for the services to support veterans at your school.
- Include the following where appropriate:
 - How has the Applicant determined what the needs of the student veterans are?
 - How the proposed project can address these needs.
 - How the project will directly impact student veterans.

b. Work Plan, Objectives, Outcomes and Goals (10-page limit)

For the project, the applicant shall provide the following information:

1. **Work Plan:** A Grant Proposal must expand and enhance a campus veterans' program. A Grant Proposal may have one or more distinct projects; however, applicants should separately describe student veteran need(s), the proposed project(s) to address that need(s), and the implementation timeline.

- Describe the need for the project’s services and/or supplies in terms of the benefits to student veterans.
 - Include details on the work plan and the process to achieve and document the outcomes.
 - Describe the timeline to achieve grant objectives, outcomes, and goals.
 - Describe how the Applicant intends to reach out and engage student veterans.
 - Describe how this work will help to close the opportunity and accessibility gaps for those students who are historically and continuously underrepresented. (e.g., Black, Indigenous, People of Color(BIPOC), LGBTQ+, individuals with disabilities, women veterans, etc.). Include how the project will attempt to reach these veterans.
2. **Objectives**: The Grant Proposal must meet at least one of the following objectives. State which of the following is an objective(s) for the project:
- Expand and enhance the existing Campus Veteran Resource Center on campus premises.
 - Recruit and employ Campus Veteran Resource Coordinators who can serve as liaisons to provide advocacy, understanding and resource connections for veterans.
 - Attract veterans to enroll in and attend educational programs at the CC/PU.
 - Provide some assistance, guidance, and support to veterans in completing educational goals and objectives.
 - Provide resources to college administrations, faculty, and staff to facilitate an understanding and appreciation of the strengths, unique challenges and needs of veterans and their families.
 - Refer campus veterans to the local County or Tribal Veteran Service Officers appointed under ORS 408.410 who assist veterans in obtaining federal and state veteran benefits.
 - Assist veterans in successfully transitioning to work and community life by connecting veterans with workforce and employment resources.
3. **Measurable Outcomes**: Describe the SMART measurable outcome(s) the Applicant wants to achieve by implementing its objectives, how it fulfills the grant goal(s), the methodology for measuring outcomes, and explain if the project expands current work or if this is a new initiative.

Include the following:

- Number of veterans served.
- Describe how Applicant will track and collect the data required for quarterly reporting.
- Describe how the project will provide a positive and direct impact for all student veterans.
- Description of measurable outcomes based on objectives and goals.
- When the outcomes will be measured and achieved.

- How many veterans contacted the Coordinator or the Center that you were able to refer to other campus centers and/or off campus organizations to better meet their needs or to work in partnership with your services.
4. **Goals:** A Grant Proposal must meet at least one of the three fundamental goals. State which of the following is a goal(s) for the project. The use of the grant funds will help veterans to:
- Successfully transition from the military into an Oregon community college or public university.
 - Succeed in an Oregon community college or public university and complete their educational goals.
 - Successfully transition from college to the workforce and community.

c. **Coordinator's Capacity** (1-page limit)

Provide a statement about the Coordinator's capacity to administer the awarded funds, in compliance with this RFGP and all applicable federal and state laws.

- Include any other key staff indicating their responsibility for implementing and overseeing specific work of the proposal.
- Describe the capacity of the CVRC Coordinator to oversee the Proposal's projects.
- Describe the capacity of the CVRC's support staff from the college to manage the grant funds and expenditures.

Part III: Budget Proposal Requirements (Budget Narrative: 2-page limit; the budget template must be used for the budget. Page count limit does not include the budget template)

The required Budget Form is provided on ODVA on the grant's webpage.

- a. **Budget Narrative:** of the proposed budget for the use of grant funds (maximum \$100,000)
- Provide specifics of what will be purchased that tie into the project work.
 - Coordinator salaries/benefits. *ORS 406.530 states that the CC or PU may use up to \$35,000 of grant funds to pay a Campus Veteran Resource Center Coordinator's salary, provided the CC or PU matches at least 50% of grant funds for that purpose.*
 - Identify supplies, equipment, capital/non-capital assets. *The total amount of needed funds from the grant for capital improvements cannot exceed 25% of the total grant award.*
 - Identify work such as welcome events, job fairs, capital improvement for the campus center, etc.
 - Student workers who are not eligible for [VA Work Study funds](#)

- b. **ODVA budget form** includes separate line items for personnel salary and benefits, work-study, travel, outreach, education, coordinator and staff training, equipment, services and supplies, capital improvements, etc.
- c. **Matching Funds and Resources**: Required matching funds must be included in the budget and budget narrative for the Campus Veteran Resource Center Coordinator. If there are matching funds for capital improvement expenses, these should also be disclosed in the budget.
- d. **Signed Institution IRS W-9**

Section 5: Modification, Withdrawal or Cancellation of RFGP

Address any of the following submissions to the attention of the ODVA Grants Coordinator, Brenna.BANDSTRA@odva.oregon.gov.

5.1 Modifications:

An Applicant may modify its Proposal in writing prior to the RFGP closing. An Applicant must prepare and submit any modification to its Proposal to ODVA in accordance with Section 4.3, above. Any modification must include the Applicant's statement that the modification amends and supersedes its prior Proposal. The Applicant must mark the submitted modification "Proposal Modification 2023 CVRC Grant Proposal."

5.2 Withdrawals:

An Applicant may withdraw its Proposal by a written notice submitted signed by an authorized representative of the Applicant and emailed to the ODVA Grants Coordinator. The Applicant must mark its written request to withdraw "Proposal Withdrawal to 2023 CVRC Grant Proposal" in the subject line of the email.

5.3 Cancellation Of RFGP; Rejection of Proposal; No Damages:

ODVA may reject any or all Proposals in-whole or in-part, or may cancel this RFGP at any time when the rejection or cancellation is in the best interest of the State or ODVA, as determined by ODVA. Neither the State nor ODVA is liable to any Applicant for any loss or expense caused by or resulting from the delay, suspension, or cancellation of the RFGP, award, or rejection of any Proposal. All Grant awards are subject to available funds.

Section 6: Proposal Evaluation

Proposals must be complete at the time of submission and include all required documents identified in Section 4.

6.1 Points Structure:

The Evaluation Committee will score each proposal using a 62-point maximum scoring rubric.

NOTE: The proposal is scored on identifying, defining, and measuring at least one goal and at least one objective. If an institution has more than one of either, a goal or objective, it will not increase the score. However, each goal and objective must be clearly outlined as to how it will meet the needs of the student veterans. If it is unclear how goals/objectives are to meet the needs of student veterans, it may be reflected in a lower score.

Rubric summary of points:

	Description	RFGP Section	Points
1	Executive Summary	4.3 Part II a.	3
2	Work Plan	4.3 Part II b. 1	16
3	Measurable Objectives	2.5 & 4.3 Part II b. 2	11
4	Measurable Outcomes	2.6 & 4.3 Part II b. 3	8
5	Goals	2.5 & 4.3 Part II b. 4	5
6	Coordinator Capacity	4.3 Part II c.	3
7	Budget Narrative & Proposal	4.3 Part III	8
8	Meeting the needs of Veterans	Entire Proposal	8
Total Points Possible			62

6.2 Evaluation and Award Amounts

Evaluation:

- ODVA will select an impartial Evaluation Committee. The Committee will conduct a comprehensive and impartial evaluation of the Proposals.
- The Committee will use the scoring Rubric to evaluate and score the Proposals according to the criteria in the Rubric, and then make funding recommendations to the Director of ODVA.
- The ODVA Director has final approval of the funding recommendations.
- ODVA will make funds available statewide and may:
 - Give priority to those proposals that the Department determines are best designed to help veterans successfully transition from military service to college life, succeed in college, and/or complete educational goals and transition from college to the workforce and the community; or
 - Concentrate funds and resources in those areas of the state with the greatest need for veteran assistance programs, as determined by the Department.

Award Amounts: Once the evaluation process is completed, Grant awards will be made to the highest ranked Proposals. In addition to scored results of all Proposals, the Evaluation

Committee will also consider the total amount of available grant funds and the total dollar amount requested, in all grant proposals.

The Department may award Grant Funds for all or some of the amounts requested in an individual Proposal.

6.3 Award Notice

ODVA will first make phone calls and/or send emails to notify all applicants with the outcome of the evaluation. The Department will then send a written Notice of Award to the funded applicants for this RFGP. The notice will indicate the award amount, the performance period, and any next steps. In addition, the names of the community college and public university that were successful, will be published on the Oregon Department of Veterans' Affairs website.

Section 7: Grant Agreements

The Grant Agreement is a contract between ODVA and the Grant Recipient that describes the contractual relationship and responsibilities of the parties. The Agreement authorizes the project to begin on a specified date, or after the date signed by all parties including ODVA and the authorized signer for community college or public university. The Grant Proposal and Budget submitted will be exhibits to the Grant Agreement.

No funds will be reimbursed without a fully executed Grant Agreement. All project costs shall be incurred during the performance period, or as identified in the Grant Agreement.

Funding Notes

ODVA may receive grant applications that exceed the amount of available funds and, therefore, may not be able to fund all applications that meet grant proposal requirements.

Disbursement of funds are subject to the availability of sufficient moneys in and from the Funding Source, Agency will disburse Grant Funds to Grantee for the allowable Project activities undertaken during the Performance Period.

Potential Grant Projects

Oregon Revised Statute (ORS) 406.530 states: Grant recipients may use grant funds for the expansion and enhancement of existing Campus Veteran Resource Center programs, including training Campus Veteran Coordinators, purchasing computer and other equipment and supplies, hiring additional staff, hosting veteran events, facilitating access to workforce and community resources that were not previously available, and meeting other identified needs for the successful and continued operation of the existing centers and coordinators.

***The examples in this section are not limitations on potential projects.
Instead, they are provided as examples.***

Goal 1: Successfully transition from the military into a public university or community college.

- Develop and implement a veteran-specific orientation and welcome program.
 - Include how to use the G.I. Bill for tuition, for housing, and for books.
 - Describe available services on campus and off-campus.
- Host an event for new and returning veterans to introduce veterans and their families to other veterans on campus.
- Develop and implement a program to regularly train campus administration and staff on student veterans. Include how student veterans are different from traditional students, in terms of work experience, families and goals. Include specific needs for veterans.
- Develop and implement a program to train Campus Veteran Coordinator and staff on U.S. Department of Veterans Affairs (USDVA) related programs.
- Develop and implement a peer-to-peer buddy system or mentoring program for new veterans on campus.
- Develop and host a job fair to help student veterans find employment while attending college, including work-study.
- Develop and implement training for staff on translating military experience into terms civilians understand.
- Technology platform(s) that can be used by student veterans and the CVRC Coordinator to provide consistent educational and/or wellness check-ins or referrals.

Goal 2: Student veterans succeed in college and complete their educational goals.

- Design, develop and create exclusive study areas for veterans. This may include purchasing desks, computers, printers, paper, and supplies.
- Design and implement a veterans' peer-to-peer program.
- Develop, plan, coordinate and implement events for student veterans and their families including:
 - Events to develop and establish social support structures
 - Events to give student veterans a voice on campus
 - Events to bring together non-veterans and veterans through informational speakers

- Events that coordinate with current County Veteran Service Offices, Tribal Veteran Service offices and local partners for advocacy and services
- Develop and implement a food bank within the Campus Veteran Resource Center or on campus.
- Develop a program to work with and train professors, administration, and staff to educate them about student veterans' culture and specific needs.
- Develop and implement a program for coordinating care for children of veterans.
- Recruit, hire and train staff for the Campus Veterans Resource Center.
- Develop a referral network or guide to provide student veterans with resources for mental, behavioral, and physical health/wellbeing.
- Create a mindfulness or low stimulation area for veterans to relax or promote emotional or social wellness.
- Develop a network with other public universities and community colleges on best practices for Campus Veteran Resource Centers. This networking could include training.

Goal 3: Veterans successfully transition from college to the workforce and community.

- Develop and implement job fairs for student veterans.
- Host networking events for student veterans with potential employers. This project could include coordinating with other public universities and community colleges.
- Develop a peer mentoring program with former alumni, who can assist with job networking, skill building, training, etc.
- Contract a service to assist a veteran translate their military experience to occupational skills for resume building.
- Travel expenses to take student veterans on industry tours.
- Host webinars to help student veterans develop or update social media platforms used most frequently for job searches.
- Contract a service for financial planning seminars.