



VFW Foundation Post Pandemic Relief Grant Guidelines

The COVID-19 Pandemic has negatively impacted several VFW Posts. To help ease the financial burden created by this unprecedented crisis, the VFW Foundation is providing a new **VFW Foundation Post Pandemic Relief Grant (PPRG)**.

PPRG is restricted to VFW Posts that own or lease their own their Post home building. This is a one-time grant of up to \$2,500 designed to help VFW Posts that are unable to cover specific expenses for mortgage payments, rent (if leasing a building), utilities (gas, electric, water, etc.), insurance or property tax, due to hardship caused by the COVID-19 pandemic. As of 12/15/20, funding may now also be used to support Post Home building repairs and to defray costs associated with bringing the Post in compliance with COVID-19 safety regulations, such as paying for mitigation cleaning, purchasing PPE, etc.

PPRG funding is restricted for the purpose stated above. Expenses that DO NOT QUALIFY include (but are not limited to) the following: Food/beverage expenses, canteen employee wages, membership dues payments, etc.

PPRG applications will be reviewed in the order of receipt. Please allow up to two weeks for notification of our decision and six total weeks to receive your award if approved.

To be eligible to apply for the Post Pandemic Relief Grant a VFW Post must:

- Completed **any two of the five** following items during the **2018-2019 or 2019-2020** fiscal years:
 - 100% membership retention
 - Voice of Democracy, Patriots Pen, and/or Teacher of the Year submission
 - Buddy Poppies purchased
 - Donation made to Veterans & Military Support Programs
 - Reported 1,000 or more hours of community service to their Department
- Be in good standing (i.e. not on suspension) with VFW National.
- Own or rent a Post Home. The title deed or lease agreement must be held or signed by the members of the VFW Post. The building deed or rental must solely be in the name of a VFW Post and cannot be jointly owned or rented by any other veterans' group(s).
- Have a fully completed Election Report on file with VFW National Headquarters. It is advised that a Post submit a copy along with their application to ensure expediency.
- Have a combined total of less than \$25,000 in all non-restricted bank accounts held by the Post. Funds possessed by Posts from federal Payroll Protection Program grants are considered restricted and will not count against the Post when calculating balance totals.

Please follow these steps to submit a request:

1. Complete the PPRG form found on the next two pages of this document by recording your answers in each field except the signature block.
2. The Post Quartermaster must sign the application.
3. Once completed and signed, include a scanned official copy of bank statements for the previous month for each non-restricted bank account held by the Post.

Scan the completed and signed form, and bank statement(s) as one document and email the file to jcouch@vfw.org with the subject headline of "PPRG Post XXXX." Replace XXXX with your Post number.

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Record your responses in the spaces provided. You must complete all fields to be considered for this grant. Where indicated, use personal phone numbers, not a general Post phone number.

Post Number _____

Please provide the address of your Post home:

Street Address _____

City _____ State ____ Zip _____

Post Phone Number _____

Grant Contact Person Name _____

Grant Contact Person Position (Member or Officer Position) _____

Contact Personal Phone Number _____ Email _____

Post Commander's Name _____

Personal Phone Number _____ Email Address _____

Post Quartermaster's Name _____

Phone Number _____ Email Address _____

Amount Requested (Up to \$2,500) _____

***All funding received through PPRG MUST go to the creditor(s) named on page two of this application**

Signature of Post Quartermaster _____ Date Signed _____

By signing this PPRG document, you agree to all of the terms and conditions stated in the application guidelines. You agree to use all grant funding received from the VFW Foundation in accordance with the purpose stated on the second page of this application. You agree to ensure that sufficient proof of spending is provided to the VFW Foundation upon receipt of payment to the creditor(s) named on page two of this form.

Reporting Requirement If Your Post Receives PPRG Funding

If your Post receives PPRG funding, you will be obligated to provide a copy of the canceled check or a bank statement indicating that the grant was spent as intended. Along with the proof of spending you will also need to complete and return the Report Form, which can be found on the final two pages of this document. Failure to provide this information within two months of the award date will result in forfeiture of the funding.

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Please answer each question in less than 100 words

1. Why does your Post need relief?

2. Is your need related to the Covid 19 pandemic? If yes, how so?

3. If awarded this grant, to which creditor(s) will you make a payment(s)? Please provide the business name of each creditor.

4. How will your Post sustain its operation after it is awarded this grant? Do you see this as an opportunity for the Post to recover financially or is this only a temporary solution?

**If you have not received a reply within two weeks of submitting your request, it was likely not received.
Please call 816-968-1174 if an issue arises, or with any questions you may have about this program.**

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Please complete this coversheet and answer the questions on the following page. Once completed, print this form and some form of proof of spending. Proof of spending can come in one of two forms: 1. A copy of a canceled check provided by your bank that shows a payment was made to the name creditor(s). 2. A bank statement with highlighted line items that show how the grant was spent. The proof of spending must equal the amount of the grant you were awarded. After printing out the needed proof, place it behind the report form pages and scan as one file. Send the file to jcouch@vfw.org.

VFW Post Number: _____

Post Home Street Address _____

City, State _____

Zip Code _____

Creditor(s) Paid:

VFW Contact Person Information

Name _____

Personal Phone Number _____

Email Address _____

VFW Post Quartermaster Information

Name _____

Personal Phone Number _____

Email Address _____

Amount Awarded _____

Amount Expended _____

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1. How did this grant impact your Post? Did the award help your Post to become financially solvent?

2. How did this grant allow you to better serve veterans?

3. What will the Post do to better prepare in the event of a future regional or national crisis?

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