

VETERANS OF FOREIGN WARS



DEPARTMENT OF VIRGINIA

"No Veteran asks for a thank you"

NUMBER 2

403 Lee Jackson Highway
(540) 886-8112

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Website: www.vfwva.org
Email: statehq@vfwva.org

August 1, 2023

Staunton, Virginia 24401
In Virginia 800-888-3521

GUIDE TO THE GO:

Articles are listed by number not by pages:

- | | |
|-----------------------------|---|
| 1. Commander's Message | 15. Patriot's Pen |
| 2. Audits | 16. Patriot's Day |
| 3. District Meetings | 17. Post Officer's Duties |
| 4. Delinquent | 18. Reporting |
| 5. Digital Membership Cards | 19. Roster Changes |
| 6. Duties of Trustees | 20. Recruiting SOI |
| 7. E-Mail Account Access | 21. Special Order No. 351 |
| 8. General Orders | 22. Surgeon |
| 9. Important Dates | 23. VFW Friends of Freedom |
| 10. Incorporation | 24. VVF Community Service Grant |
| 11. IRS Form 8822-B | 25. VVF Post Home Improvement
and Assistance Grant |
| 12. Legacy Life Membership | 26. Voice of Democracy |
| 13. Membership | |
| 14. Parliamentary Authority | |

1. COMMANDER'S MESSAGE:

Greetings everyone.

I wish to give my sincerest congratulations to Team Virginia. What a year you guys had.

We are at the National Convention in Phoenix, AZ where we will honor Commander Geoff along with all the other All Americans. We were wearing our red to honor them on Monday as they crossed the stage. It is great to have eight, but it would be fine to have nine too. Many Thanks to Tommy Hines and the membership team for their efforts year after year. There are too many to mention but every person that recruits for Virginia is appreciated by us all. Thank You All for the many countless hours you miss away from home and your families giving of yourself to the VFW.

We have already begun setting up for our Recruiting SOI's, the first one will be at Post 3103 in Fredericksburg with Mike Diaz, while Tommy Hines be at Post 4809 in Norfolk. While that is going on we will be offering a live zoom that afternoon for anyone who cannot make it to one of these locations. The information for the Recruiting SOI's Article 20. We have RSOI scheduled for August 19 in Marion at Post 4667. We have it scheduled the next week on the 26th in Clarksville at 9:00 AM the location will be Post 8163. Then we have it again on Sept 9 at Post 9292 in Elkton. On Friday night Sept 15th at 6:00 PM we will have RSOI in Roanoke for those who need it still. The officers are here to serve you and we are making every effort to make you successful again in 2023-24.

Thanks to all the Line Officers Mitch, Doug, Mark, Charles, and inspector Randy, Adj/QM Ed, and Chief of Staff Tommy. I couldn't do any of this without you. Thanks also to Vickie, Dawn, Kelli, Jennifer, Susan, and Cara. I love working with you all and I cherish your friendships. Thanks also to Ellen. Here is to a great year with a great team. I

have been truly blessed to have the faithful support of Howard, Sandra, and everyone at Grover King Post 1115 in Hillsville, and everyone in District 9. I'm also thankful to any of you who have contributed in anyway be it in the way of committees or otherwise. You make this Department great. I am humbly at your service.

Yours in Comradeship
 Gary Adams
 State Commander

2. AUDITS:

Attention of Post Commanders is directed to Section 218 (a)(11) of the National Manual of Procedure, Officers: Duties and Obligations. Trustees Report of Audit must be prepared in detail within thirty (30) days from the end of each quarter, Both March 31 and June 30 quarters have ended and both are **NOW PAST DUE**.

3. DISTRICT MEETINGS:

- | | |
|---|---|
| <p>1st Date: 8/26/23
 SOI: 9:00 AM
 Joint Meeting: To follow SOI
 Lunch: To follow Joint Meeting
 Meeting: To follow Lunch
 Location: Post 176 Newport News
 21 Forest Drive
 Rep: State Judge Advocate Mark Maggio</p> | <p>7th Date: 8/27/23
 SOI: 9:00 AM
 Lunch: To follow SOI
 Meeting: To follow Lunch
 Location: Post 2447 Edinburg
 100 Veterans Way
 Rep: State SVC Mitch Rubenstein</p> |
| <p>2nd Date: 8/12/23
 SOI: 9:00 AM
 Meeting: 10:15 AM
 Location: Post 392 Virginia Beach
 2408 Bowland Parkway
 Rep: State Commander Gary Adams</p> | <p>8th Date: 8/5/23
 Meeting: 9:00 AM
 Location: Post 3103 Fredericksburg
 2701 Princess Anne St
 Rep: State JVC Doug Hoffman</p> |
| <p>3rd Date: 8/12/23
 Meeting: 10:00 AM
 Location: Post 9808 Mechanicsville
 7168 Flag Lane
 Rep: State SVC Mitch Rubenstein</p> | <p>9th Date: 9/30/23
 Meeting: 10:00 AM
 Location: Post 7726 Independence
 115 Klondike Road
 Rep: Charles Bush</p> |
| <p>4th Date: TBD
 Meeting: TBD
 Location: TBD
 Rep:</p> | <p>10th Date: 8/20/23
 SOI: 10:30 AM
 Lunch: NOON
 Meeting: 1:00 PM
 Location: Post 1503 Dale City
 14631 Minnieville Road
 Rep: State JVC Doug Hoffman</p> |
| <p>5th Date: 8/19/23
 Meeting: 10:00 AM
 Location: Post 4637 Martinsville
 1425 Greensboro Road
 Rep: PSC Geoffrey Lyster</p> | <p>11th Date: 8/26/23
 SOI: 9:00 AM
 Meeting:
 Location: Post 632 Harrisonburg
 450 Waterman Drive
 Rep: State Judge Advocate Mark Maggio</p> |
| <p>6th Date: 8/5/23
 Meeting: Noon
 Location: Post 1264 Roanoke
 4930 Grandview Avenue NW
 Rep: State Commander Gary Adams</p> | <p>12th Date: 9/9/23
 Meeting: 11:00 AM
 Location: Post 9830 Damascus
 23489 Mountain City Road
 Rep:</p> |

13th Date 8/26/23
 Meeting: 11:00 AM
 Location: Post 8947 Louisa
 201 Mineral Avenue
 Rep: PSC Geoffrey Lyster

4. DELINQUENT:

Dist.	Post	Fees	Audits	Election Reports
1	2296	6.00		
1	12201	3.00	March	Yes
3	8529		March	
4	7819	6.00		
6	5311	9.00		
7	1860	21.00		
7	6044	3.00		Yes
7	8613	9.00		
11	3060	6.00		
11	4204	3.00		
12	4301	6.00		
12	5715	12.00		
12	9600	9.00		
13	1827	27.00		
13	10574	15.00		

5. DIGITAL MEMBERSHIP CARDS:

Members now have the ability to download their digital version of their membership card. Depending on whether a member has an iPhone or Android, they will be able to download and access their digital membership card from the VFW app.

This will not replace the physical VFW membership card - we will still be sending out membership cards to all our annual and Life members. This is intended as another option for our members' convenience. When asked to show a VFW membership card, a member can either produce their physical card out of their wallet or display their digital card on their smart phone.

6. DUTIES OF TRUSTEES:

Attention of Post Commanders is directed to section 218 of the Manual of Procedure, "Duty of Trustees." Trustees Report of Audit must be completed in detail at the close of each quarter. Commanders are reminded that accurate and complete records shall be kept by all persons handling Post funds, including the Club Manager and Bingo Chairman. These records shall be audited by Post Trustees in the same manner as Post Quartermaster and Adjutant records.

7. E-MAIL ACCOUNT ACCESS:

All email accounts were reset so the new Officers could take control of their emails as of **June 13th**. This will be the primary means of sending correspondence from State Headquarters to Post and District Officers. You will receive all General Orders, special notices and any other documentation that you need via email. This will help cut down on postal expenses and speed up the response time for you receiving the information.

Here are directions for logging into your new account for the first time.

1. Go to Department web site www.vfwva.org.
2. Click on Resources, Microsoft 365.
3. The username is your email address; put that on the first line (see below for your new address).
4. Your default password will be **VFW2023!** once you have accessed the mail program you will be asked to change it; it must contain at least one uppercase letter and one number.

For Post Officers, your address will be cdrpost176@vfwva.org where the 176 is you replace it with **your** Post number.

adjpost176@vfwva.org
qmpost176@vfwva.org

For District Officers your address will be cdrdist1@vfwva.org for Districts other than the first just replace the 1 with your district # **Please note District Senior Vice Commander's now have an email address**

svdist1@vfwva.org
adjdist1@vfwva.org
qmdist1@vfwva.org

8. GENERAL ORDERS:

The cut off for the General Orders is the 20th of the month. No EXCEPTIONS. Subscriptions for hard copy General Orders are \$30.00 for the year. Contact State Headquarters for more info.

9. IMPORTANT DATES:

- | | |
|-----------------------|---|
| November 2 - 5, 2023 | Southern Conference, Tulsa, Oklahoma |
| January 12 - 14, 2024 | Winter Council Meeting, Fort Magruder Hotel and Conference Center, 6945 Pocahontas Trail, Williamsburg, VA: phone 757-220-2250. Room Rates are \$89.00 per night. Group name "Veterans of Foreign Wars – Winter Council Meeting Group"; Cut-off Date December 11, 2023. |
| July 27 - Aug 1, 2024 | National Convention, Louisville, Kentucky |
| August 9 - 14, 2025 | National Convention, Columbus, Ohio |

10. INCORPORATION:

The attention of the Post Commander is directed to section 708 of the National By-Laws and the Manual of Procedure, which prescribes the procedure for the Incorporation of Units. It shall be the responsibility of the Post Commander to ensure full compliance with both sections and to ensure that all state requirements for annual filing, fees, etc., are met in a timely manner.

Posts should take the necessary steps to incorporate under the laws of the state in which the Post is located. Financial responsibility laws, as interpreted by the courts, may cause members of unincorporated Posts to be at risk. Incorporating under the provisions of section 708 of the National By-Laws and the Manual of Procedure and the laws of the state will provide protection for Post members. Posts are urged to contact their Department Adjutant to

obtain the proper forms for incorporating. The Articles of Incorporation must be reviewed by the Commander-in-Chief prior to forwarding them to the proper state authorities.

11. IRS FORM 8822-B:

IRS Form 8822-B, it is now a requirement by the IRS that all Posts submit this form. This form must be submitted anytime the Post Quartermaster changes and/or the Post address changes. This is effective January 1, 2014.

12. LEGACY LIFE MEMBERSHIP:

CHECK OUT OUR LEGACY LIFE VIDEO! Go to vfw.org, click on JOIN, and scroll down to Legacy Life Membership and then click on the video on the right. This prestigious program is available to all Life members and is now available in memoriam for past Life members. There are three levels of membership; each offer their own package of exclusive member benefits. Financial contributions to the Legacy Life member program are tax deductible to the maximum extent allowed by law.

<i>Enrollment Cost:</i>	<i>Annual Payouts:</i>		
<i>Levels</i>	<i>Posts</i>	<i>Departments</i>	<i>National</i>
Gold- \$1,200.00	\$18.00	\$18.00	\$18.00
Silver- \$800.00	\$12.00	\$12.00	\$12.00
Bronze- \$400.00	\$6.00	\$6.00	\$6.00

What will your Legacy be?

13. MEMBERSHIP:

Commanders and Comrades,

I encourage all Post and District Commanders to print a copy of the State and National Membership Plans from the July General Orders. Keep it at your Post so it is available for Post Chairman and Members to review. Discuss Membership at every meeting and have you chairman go over the awards that individual members and Post can win. The Membership Team and Line Officers will be teaching Recruiter Schools of Instruction and Schools of Instruction this Month. Make sure you review the requirements for All State and All American. All State requires that certain officers or members MUST attend one or both of these Schools. As we go into our second month of Gary's year let's all work together as a team and have another great Membership Year.

Tom Hines PSC
Membership Team Chairman

14. PARLIAMENTARY AUTHORITY:

Procedure and Ritual establish that *Robert's Rules of Order, Newly Revised, 12th Edition* shall be the parliamentary authority on procedural matters not governed by VFW By-Laws and Manual of Procedure. This edition of *Robert's Rules of Order* is readily available at local book stores and online retailers such as Barnes & Noble and Amazon.

15. PATRIOT'S PEN:

Conducted nationwide, the VFW Patriot's Pen competition gives students the opportunity to write essays expressing their views on patriotic topics. Annually, nearly 68,800 Middle School students compete for more than \$1.4 million in state and national awards. Each first place state winner receives a minimum of \$500 at the National level, and the National first place winner wins \$5000.00. A written essay is submitted by each applicant and addresses an annual patriotic theme. The 2023 theme is "How are you inspired by America?" The contest is open to all students in grades 6-8. More specific information, including rules, forms, and brochures, is available at [http: www.vfw.org](http://www.vfw.org).

In order to have a successful program this year it is important that participating Posts begin recruiting middle schools, teachers and students as soon as possible. Since middle schools in your area have already let out for the

summer vacation, you can either contact them now, electronically through emails and social media, or contact them directly as soon as classes resume.

2023-2024 Patriot's Pen Reporting Deadlines

31 October 2023 Student entries due at the Post
15 November 2023 Completion of Post Judging
02 December 2023 Completion of District Judging
23 December 2023 Department Patriot's Pen Selection Board
12 January 2024 Completion of Department Judging
13 January 2024 Department Educational Awards Banquet Williamsburg, Virginia
15 January 2024 District Participation Reports due For Department Chairman
15 January 2024 Department Winners Due to National
31 January 2024 Department Reports due To National

Awards will be presented to the top three Department winners at the Department Winter Council meeting on Saturday, 13 January 2024 in Williamsburg, Virginia. Please send complete application packets to the Department Patriot's Pen Chairman to include the completed Official Student entry form with all appropriate signatures, a typed essay and a photograph of the District winner. Incomplete Application packets will disqualify your candidate from District and Department judging. District chairmen are expected to complete and send out the District Participation Report in a timely manner. It should be received by the Department Patriot Pen Chairman, which is required for his Department report, NLT Sunday, 15 January 2024.

The District First place winning submissions should be mailed to the Department Patriot's Pen Chairman Louis Filippone at 15608 Jillians Forest Way, Centreville, VA 20120-1255.

You are strongly encouraged to send your application packets by UPS, Fed Ex or USPS return receipt. You are also advised to keep a duplicate copy of the complete application packet on hand. The Department Patriot's Pen Chairman must receive your submission NLT Friday, 15 December 2023. The Department Patriot's Pen Selection Board will be held on Saturday, 23 December 2023 at Post 9808 Mechanicsville, Virginia.

Patriot's Pen Department Awards

The top three finalists will be invited to the Winter Council Luncheon in Williamsburg, Virginia on Saturday, 13 January 2024. All three finalists will receive their awards and the first place winner will present their essay at the Awards Banquet. The First-place winner will receive \$2,750.00 from the Department. The second-place winner will receive \$ 2,250.00, and the third place winner will receive \$1,750.00. The Post that sponsors the Department's winner will receive the Larry Mattera Memorial Patriot's Pen Plaque at the Department Convention in June 2024, Date to be determined. Should you require any assistance, or additional information regarding the 2023-2024 Patriot's Pen program or its administration, please contact me directly at (703) 477-2274 or email at drlouortho@aol.com.

Please be advised all dates and venues are subject to change.

Louis Filippone
Department Patriot's Pen Program Chairman

16. PATRIOT'S DAY:

Per Presidential Proclamation, Sept. 11 is designated as "Patriot Day." The president requests the flag of the United States to be flown at half-staff (sunrise to sunset) and a moment of silence observed in honor of the individuals who lost their lives on that day due to terrorist attacks on the United States. For flags and other patriotic items, click here vfwstore.org/category/patriotic/miscpatriotic.

17. POST OFFICER'S DUTIES:

Attention of incoming Post Officers is directed to Section 218 of the Manual of Procedure which outlines the duties of various Post Officers.

18. REPORTING:

Comrades to view whether your Post has submitted an Audit Report, Americanism, Community Service, Safety, Youth or Hospital report you should visit the Department website (www.vfwva.org). The website is updated daily. If you have any questions, please call State Headquarters. There will be no form for Homeless when reporting for assistance to a homeless veteran please put it on a Community Activity report under aid to others.

19. ROSTER CHANGES:

PSC/10th District Commander
Kenneth Wiseman
10302 7th Regiment Dr #103
Manassas, VA 20110

Post 873 Cmdr
Rodger L. Midkiff
1169 E Gretna Rd
Gretna, VA 24557
434-656-6474

Post 873 SVC
Polydefkis Kypriandes
604 Galveston Rd
Chatham, VA 24531
757-269-1888
kypgasam@yahoo.com

Post 873 JVC
Charles J. Bloom
206 Huffmond St
Gretna, VA 24557
434-333-8187
pappaputts@yahoo.com

Post 873 QM
Woodrow D. Cook
3410 Zion Rd
Gretna, VA 24557
434-656-1766

Post 1994 QM
Christine R. Honaker-Stapleton
64 Little Camden Rd
Jenkins, KY 41537
276-870-3021
qmpost1994@gmail.com

Post 2216 SVC
Delmont S. Pardee, Jr.
136 Cooper Drive
Stuarts Draft, VA 24477
540-337-3490

Post 2216 JVC
Sterling M. Gill
14 Whirlwind Ct
Fishersville, VA 22939
703-300-8357

Post 8467 Cmdr
Iran R. Hewlett
617 Fork Mountain Rd SW
Meadows of Dan, VA 24120
480-340-3825
cdrpost8467@vfwva.org

Post 8467 SVC
Hampton J. McPherson
589 Raven Den Lane
Woolwine, VA 24185
276-930-2679

Post 8467 JVC
Mack W. Turner
402 Highland St
Hillsville, VA 24343

Post 8467 QM
Ronald A. Weiss
255 Bluegrass Rd
Woolwine, VA 24185
276-692-6240
qmpost8467@vfwva.org

Post 8652 Mailing address
150 Sarsfield St
Dungannon, VA 24245
276-467-2369

Post 8652 Cmdr
Luther A. Willis
12128 Matlock Dr
Coeburn, VA 24230
276-395-3063
cdrpost8652@vfwva.org

Post 8652 SVC
Ronald L. Porter
PO Box 1563
Coeburn, VA 24230
276-395-6103

Post 8652 JVC
Charles W. Owens
11633 Cambridge Rd
Coeburn, VA 24230
276-395-6249

Post 8652 QM
Andy H. Lawson
150 Sarsfield St
Dungannon, VA 24245
276-467-2369
qmpost8652@vfwva.org

Post 10387 JVC
Michael R. Williams
12330 Rotunda Ln
Chester, VA 23836
623-332-3536
williamsrjr@gmail.com

20. RECRUITING SOI:

State Headquarters will conduct in-person and Zoom sessions of the Recruiter School of Instruction (SOI). The All-State plan requires a Post to send at least one Post Member to a training session. The dates, times, and locations for the Recruiter SOI are as follows:

- Saturday August 5th at Post 4809 Norfolk. 10:00 AM
Live Only
- Saturday August 5th at Post 3103 Fredericksburg 1:00 PM
To register in advance to zoom this meeting:

[https://us06web.zoom.us/meeting/register/tZArcOyupzwvEtWuA06nMYeONhroLQjfiyYv](https://us06web.zoom.us/join/9118888888)

- Saturday August 19th at Post 4667 Marion 10:00 AM
Live Only
- Saturday August 26th at Post 8163 in Clarksville 9:00 AM
To register in advance to zoom this meeting:

[https://us06web.zoom.us/meeting/register/tZElcO6rrTlrGNUnDyDtAKk2gGXofJAwvAXL](https://us06web.zoom.us/join/9118888888)

- Saturday September 9 at Post 9292 Elkton 10:00 AM
To register in advance to zoom this meeting:

[https://us06web.zoom.us/meeting/register/tZAlfuCtqzMjHdVtL_LhKyXN1SJUG0Wzce7W](https://us06web.zoom.us/join/9118888888)

- Friday September 15 at 6PM Post 1264 Roanoke 6:00 PM
To register in advance to zoom this meeting:

[https://us06web.zoom.us/meeting/register/tZwpf-yopjgvHNfK3qQNGv0w_L3LuRV3Dh16](https://us06web.zoom.us/join/9118888888)

21. SPECIAL ORDER NO. 351:

Membership Reinstatement
James T. McCoy
VFW Post No. 9600

Having received additional documentation to support honorable service in Korea for more than thirty (30) consecutive days, thereby meeting the eligibility requisites for membership in the Veterans of Foreign Wars. Special Order No. 226, dated March 15, 2023, terminating the membership of James T. McCoy, Life Membership No. 2580804, Christopher Gist Post No. 9600, Pound, Virginia in the Veterans of Foreign Wars of the United States, is hereby rescinded. Membership is reinstated retroactive to original date of membership.

By order of
Timothy M. Borland
Commander-in-Chief

22. SURGEON:

Hello, Comrades of Virginia VFW; we hope your summer continues to be enjoyable and safe.

Health Awareness Month- August is National Eye Exam Month

Do you know your vision or eye condition numbers?

An eye exam is recommended annually for proper vision updates and adjustments.

Common Eye Conditions

- Age-Related Macular Degeneration
- Amblyopia (Lazy Eye)
- Astigmatism
- Cataracts
- Color Blindness
- Diabetic Retinopathy
- Dry Eye
- Floaters
- Glaucoma
- Pink Eye
- Retinal Detachment

Disclaimer:

Talk with your physician or healthcare provider if you have questions about a personal health problem, condition, or treatment. They are familiar with you and can address your circumstances.

Reference(s):

<https://www.clinicaladvisor.com/home/news/health-awareness-months/>
<https://www.nei.nih.gov/learn-about-eye-health/eye-conditions-and-diseases>

Much success with your vision in 2023-2024. Comrade Charles Bush, VFW VA State Surgeon.

Yours in Comradeship and Peace,
Charles H. Bush Jr.
State Surgeon

23. VFW FRIENDS OF FREEDOM:

If you are not already a member of the VFW's online community, please visit vfw.org and look for the gold banner that says "**Find Out What's Happening**" to sign up. As a member of the VFW's Friends of Freedom, you will receive special emails with breaking VFW news, legislative alerts and unique opportunities to help the VFW in assisting our nation's veterans, service members and their families. You may also visit vfw.org/VFWatWork and click on "**Read VFW success stories**" to learn how the VFW is fighting for veterans' rights, assisting veterans in need, educating our youth and aiding military families across the nation. Check back often to see newly posted stories!

24. VVF COMMUNITY SERVICE GRANT:

The Virginia Veterans Foundation, the official foundation of the Virginia VFW, has opened the window to apply for a grant to perform community service. The grant will provide twelve (12) grants worth up to \$250 for the 2023-2024 year. Should any money remain after the twelve (12) grants are paid out, those not selected in the first round of grants will be considered a second time. The requirements and application are in the attachments. While the project can be completed anytime between July 1, 2023, and June 30, 2024, the application is due no later than November 30, 2023. Posts **AND** Auxiliaries can apply for this grant, but only one grant will be given to an individual Post or their Auxiliary, regardless of who applies. Entries can be mailed, faxed, or emailed to State Headquarters.

25. VVF POST HOME IMPROVEMENT AND ASSISTANCE GRANT:

The Virginia Veterans Foundation, the official foundation of the Virginia VFW, has opened the window to apply for a grant to perform improvements on your Post home. The grant will provide ten (10) grants worth up to \$300 for the 2023-2024 year. The requirements and application are in the attachments. While the project can be completed anytime between July 1, 2023, and June 30, 2024, the application is due no later than November 30, 2023. Entries can be mailed, faxed, or emailed to State Headquarters.

26. VOICE OF DEMOCRACY:

The Voice of Democracy program, instituted in 1947, has been the Veterans of Foreign Wars premier scholarship program. Each year over 25,000 high school students compete for more than \$2 million in scholarships and incentives. Written and recorded audio essays are submitted by each applicant and address an annual patriotic theme. The 2023-24 theme is: "*What Are the Greatest Attributes of Our Democracy?*"

The contest is open to students in grades 9-12. More specific information, including rules, forms, and brochures are available at <http://www.vfw.org>. In order to have a successful program this year it is important that participating Posts begin contacting high schools, teachers and students as soon as possible.

2023-2024 Voice of Democracy Reporting Deadlines

31 October 2023 - Student entries must be in the hands of the Post

15 November 2023 - Completion of Post judging

3 December 2023 - Completion of District judging

23 December 2023 - Department VOD Selection Board

15 January 2024 - District Participation Reports due to Department Chairman

15 January 2024 - Department winners due to National

Awards will be presented to the top three Department winners at the Department Winter Council of Administration (COA) Reception on Saturday, 13 January 2024 in Williamsburg, Virginia. Please send complete application packets to the Department VOD Chairman to include the completed Official Student Entry form with all appropriate signatures, a typed transcript, flash drive and a photograph of the District winner. Make sure your flash drive is properly recorded and playable before sending it. Incomplete application packets may result in disqualifying your candidate from judging.

The District first place winning submissions must be received by the Department VOD Chairman Geoffrey Lyster, P.O. Box 1196, Warrenton, VA 20188, NLT Friday, 15 December 2023. You are strongly encouraged to send your application packets by UPS, Fed Ex, or USPS return receipt. You are also advised to keep a duplicate copy of the completed application packet. The Department VOD Selection Board will be held on Saturday, 23 December 2023, at VFW Post 9808 Mechanicsville.

Voice of Democracy Department Awards

The top three finalists will be invited to the Winter COA Banquet in Williamsburg, Virginia to be held Saturday, 13 January 2024. All three finalists will receive their awards and should be prepared to present their essays at the awards banquet. The Post that sponsors the Department's first place winner will be awarded the Clarence E. Kelley Memorial Voice of Democracy Trophy at the Department Convention in June 2024. Should you require any assistance or additional information regarding the 2023-2024 Voice of Democracy program, or its administration please contact me directly at 703-725-7862 or email glyster@vfwva.org.

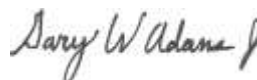
Geoffrey D. Lyster
Voice of Democracy Chairman

Official:



Ed Mann
State Adjutant

By Order of:



Gary W Adams, Jr.
State Commander

CENTENNIAL CELEBRATION

The VFW Department of Virginia is turning 100 this year and we are celebrating across the state with our members. Come join us at one of these seven locations. We will have food, fun, music, and giveaways. So, RSVP Online at one, or all these locations. Just click on any of the links You want to attend, to RSVP. We hope to see you there.

Please make sure you print your ticket(s) for entry into the event!!

August 26, 2023, Post 8163, Clarksville

https://VFW_VA_100_Clarksville.eventbrite.com

September 16, 2023, Post 1264, Roanoke

https://VFW_VA_100_Roanoke.eventbrite.com

September 23, 2023, Post 4667, Marion

https://VFW_VA_100_Marion.eventbrite.com



Limited Edition

Veterans of Foreign Wars Department of Virginia

Centennial Anniversary KA-BAR Knife

Celebrating 100 years
Only 100 made
\$100 each



To get yours contact State Headquarters.

(540) 886-8112

Shipping Charges may apply.

FOR SALE!

The Department of Virginia Auxiliary has a QuickBooks program (never been used) for sale for \$500.

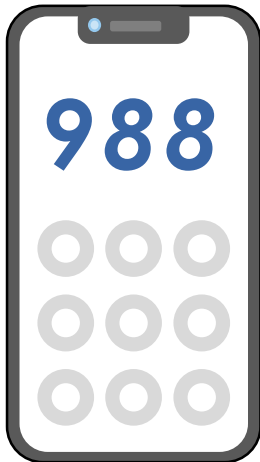
interested in buying or questions contact our Department Treasurer Cathy Graham

cg12dc12@outlook.com



New!

988 SUICIDE & CRISIS LIFELINE



Call or Text 988 for Free, Confidential, 24/7 Mental Health Support

On July 16, 2022, the U.S. is transitioning to using the 988-dialing code to operate through the existing National Suicide Prevention Lifeline (1-800-273-8255).

Facts About 988



Accessible. It serves as a universal entry point so that no matter where you live, you can reach a trained crisis counselor who can help people in suicidal crisis or mental health-related distress 24 hours a day, 7 days a week, across the U.S.



Comprehensive. 988 is a direct connection to compassionate care and support for anyone experiencing mental health-related distress – whether that is thoughts of suicide, mental health or substance use crisis, or any other kind of emotional distress.

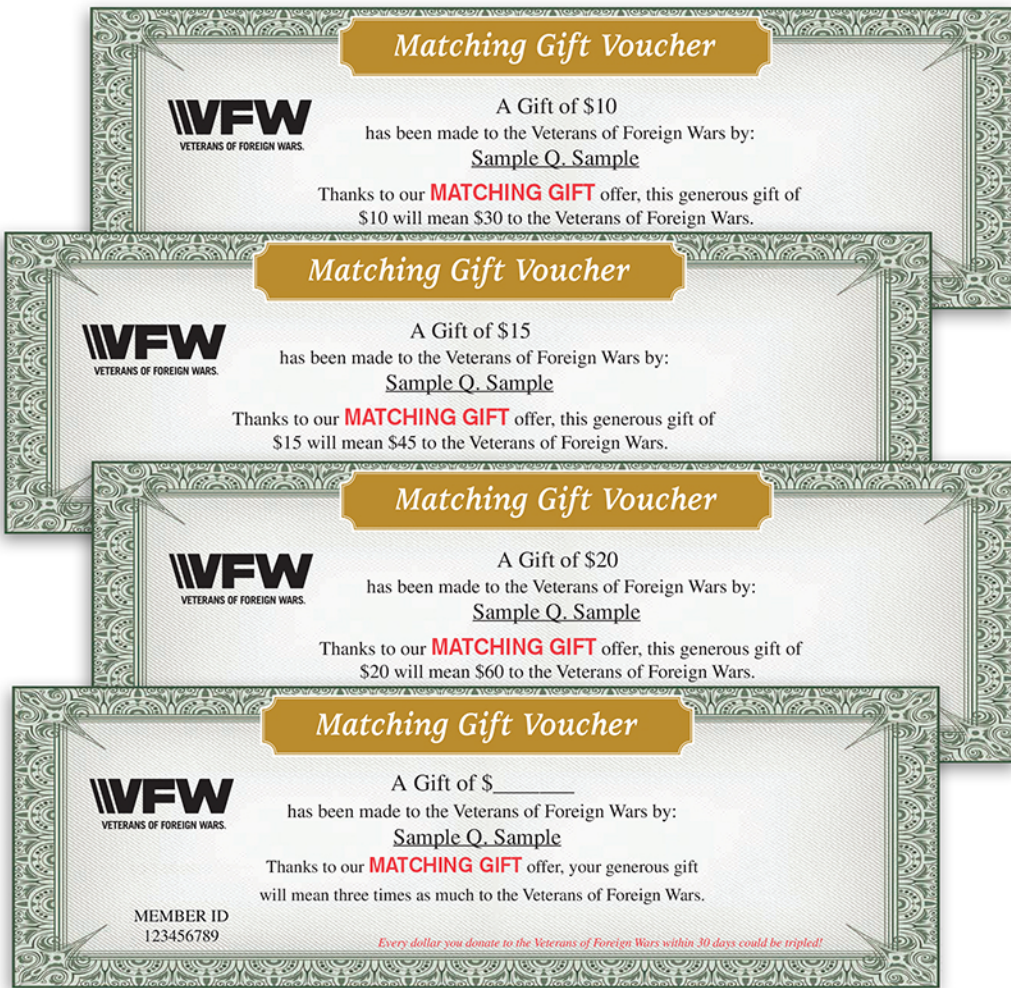


For Everyone. People can also dial 988 if they are worried about a loved one or someone who may need crisis support.

To learn more about 988, visit:
bit.ly/988forHope



Matching Gift Opportunity!



Triple your gift!

You will soon receive an offer that will instantly triple your gift to help fellow veterans and service members who suffer from war injuries. Please choose one of the Matching Gift Vouchers you receive and return with your generous donation within 30 days of receipt to triple your support of *your* Department programs.





DEPARTMENT HEADQUARTERS
Veterans of Foreign Wars of the United States
 TRAVELERS CASUALTY AND SURETY COMPANY OF AMERICA



Dear Comrade Commander:

Questionnaire for VFW Accountable Officers Crime Coverage

August 1, 2023

One of the most important communications you will receive during the year concerns the bond of your Unit Quartermaster. Section 703 of our National By-Laws requires that each accountable officer shall be bonded with an Indemnity Company as surety and the By-Laws places the responsibility for adequate bonding upon the Commander of the post. In any business it is customary to bond any officer handling funds. **THE BOOKS AND RECORDS OF THE ACCOUNTABLE OFFICER MUST BE AUDITED AT LEAST QUARTERLY BY THE TRUSTEES. THIS IS TO COMPLY WITH SECTION 218 OF THE NATIONAL MANUAL OF PROCEDURES.**

The Department Headquarters carries a Crime Policy for the bonding of Department and Post Accountable Officers. This Policy runs for a year – from September 1 to August 31 – premium payments are made on that basis. Coverage for all accountable officers expires on August 31 and premium for the New Year is due on September 1.

Any unit may decide whether it prefers to take out a Policy with some other surety company or have its funds protected by the Department Headquarters Crime Policy. But the matter should be given prompt attention because if your Accountable Officer had previously been covered through the National Headquarters, **a new premium payment is required by September 1, 2023 and delinquent after this date.**

IF THE POLICY IS NOT RENEWED, TERMINATED, OR CANCELLED AT EXPIRATION DATE OF 9-1-2023, THE POST HAS ONLY 90 DAYS TO SUBMIT A PROOF OF LOSS FOR PRIOR TERM. AFTER 90 DAYS PRIOR COVERAGE CEASES.

COVERAGES OF THE POLICY REQUIRE THAT:

1. You agree to make/or cause to be made, at least annually, an audit of your books and accounts, including complete verification of all securities and bank balances pertaining to each “employee and/ or volunteer”.

If the above is not complied with, the Insurance Company will refuse to honor claim of missing funds which cannot be proven by records. Monthly audits and reconciliation of bank statements may avoid this denial of claim.

2. The Insurance Company will not pay for loss resulting from any unauthorized advances made by an “employee” to any member for delinquent dues and assessments.

3. “Employee” means any duly elected position, or any appointed officer as listed in the policy schedule.

4. POST MUST SUBMIT A PROOF OF LOSS FORM WITHIN 120 DAYS FROM THE FIRST DATE OF DISCOVERY OF THE LOSS. Proof of loss resulting from dishonest acts on the part of the bonded officer is required in settlement of claims.

THIS POLICY IS ONLY FOR THE YEAR SEPTEMBER 1, 2023 TO AUGUST 31, 2024.

The funds of your Post are protected only for that year. Premium for the following year will be due September 1, 2024.

RETURN THIS QUESTIONNAIRE WITH YOUR PREMIUM CHECK PAYABLE TO YOUR DEPARTMENT HEADQUARTERS

Post # and State

I hereby apply for A1. Employee/Volunteer Theft coverage in the amount of \$ _____ for the position of _____ For the year from September 1, 2023 through August 31, 2024.

Number of Persons Bonded: 1 Number of Locations: 1 **Post Annual Income:** \$ _____ Dated: _____

Has the post had any Crime Coverage losses over the past three years? _____
If yes, provide a description with date and amount of loss on a separate sheet.

DEADLINE FOR COVERAGE IS SEPTEMBER 1, 2023 – AFTER THIS DATE YOU WILL BE DELIQUENT AND NOT IN COMPLIANCE WITH THE VFW BY-LAWS.

QM or Commander or Adjutant or Sr.Vice Signature

Phone Number

Street Address and City

VFW QUARTERMASTER BOND

\$4.50 Per Thousand

\$ 3,000.----\$ 13.50
 \$ 4,000.----\$ 18.00
 \$ 5,000.----\$ 22.50
 \$ 6,000.----\$ 27.00
 \$ 7,000.----\$ 31.50
 \$ 8,000.----\$ 36.00
 \$ 9,000.----\$ 40.50
 \$ 10,000.----\$ 45.00
 \$ 11,000.----\$ 49.50
 \$ 12,000.----\$ 54.00
 \$ 13,000.----\$ 58.50
 \$ 14,000.----\$ 63.00
 \$ 15,000.----\$ 67.50
 \$ 16,000.----\$ 72.00
 \$ 17,000.----\$ 76.50
 \$ 18,000.----\$ 81.00
 \$ 19,000.----\$ 85.50
 \$ 20,000.----\$ 90.00
 \$ 21,000.----\$ 94.50
 \$ 22,000.----\$ 99.00
 \$ 23,000.----\$103.50
 \$ 24,000.----\$108.00
 \$ 25,000.----\$112.50

(\$3,000. To \$25,000.)
 \$4.50 Per Thousand

\$3.50 Per Thousand

\$ 26,000.----\$ 91.00
 \$ 27,000.----\$ 94.50
 \$ 28,000.----\$ 98.00
 \$ 29,000.----\$ 101.50
 \$ 30,000.----\$ 105.00
 \$ 40,000.----\$ 140.00
 \$ 50,000.----\$ 175.00
 \$ 60,000.----\$ 210.00
 \$ 70,000.----\$ 245.00
 \$ 80,000.----\$ 280.00
 \$ 90,000.----\$ 315.00
 \$100,000.----\$ 350.00
 \$110,000.----\$ 385.00
 \$120,000.----\$ 300.00
 \$130,000.----\$ 420.00
 \$140,000.----\$ 490.00
 \$150,000.----\$ 525.00
 \$160,000.----\$ 560.00
 \$170,000.----\$ 595.00
 \$180,000.----\$ 630.00
 \$190,000.----\$ 665.00
 \$200,000.----\$ 700.00
 \$210,000.----\$ 735.00
 \$220,000.----\$ 770.00
 \$230,000.----\$ 805.00
 \$240,000.----\$ 840.00
 \$250,000.----\$ 875.00

(\$26,000. To \$250,000.)
 \$3.50 Per Thousand

\$3.00 Per Thousand

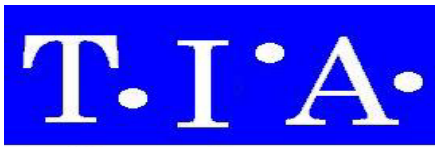
\$251,000.----\$ 753.00
 \$252,000.----\$ 756.00
 \$253,000.----\$ 759.00
 \$254,000.----\$ 762.00
 \$255,000.----\$ 765.00
 \$256,000.----\$ 768.00
 \$257,000.----\$ 771.00
 \$258,000.----\$ 774.00
 \$259,000.----\$ 777.00
 \$260,000.----\$ 780.00
 \$270,000.----\$ 810.00
 \$280,000.----\$ 840.00
 \$290,000.----\$ 870.00
 \$300,000.----\$ 900.00
 \$310,000.----\$ 930.00
 \$320,000.----\$ 960.00
 \$330,000.----\$ 990.00
 \$340,000.----\$1,020.00
 \$350,000.----\$1,050.00
 \$360,000.----\$1,080.00
 \$370,000.----\$1,110.00
 \$380,000.----\$1,140.00
 \$390,000.----\$1,170.00
 \$400,000.----\$1,200.00
 \$410,000.----\$1,230.00
 \$420,000.----\$1,260.00
 \$430,000.----\$1,290.00
 \$440,000.----\$1,320.00
 \$450,000.----\$1,350.00
 \$460,000.----\$1,380.00
 \$470,000.----\$1,410.00
 \$480,000.----\$1,440.00
 \$490,000.----\$1,470.00
 \$500,000.----\$1,500.00

(\$251,000. To \$500,000.)
 \$3.00 Per Thousand

\$2.75 Per Thousand

\$501,000.---\$1,377.75
 \$502,000.---\$1,380.50
 \$503,000.---\$1,383.25
 \$504,000.---\$1,386.00
 \$505,000.---\$1,388.75
 \$506,000.---\$1,391.50
 \$507,000.---\$1,394.25
 \$508,000.---\$1,397.00
 \$509,000.---\$1,399.75
 \$510,000.---\$1,402.50
 \$520,000.---\$1,430.00
 \$530,000.---\$1,457.50
 \$540,000.---\$1,485.00
 \$550,000.---\$1,512.50
 \$560,000.---\$1,540.00
 \$570,000.---\$1,567.50
 \$580,000.---\$1,595.00
 \$590,000.---\$1,622.50
 \$600,000.---\$1,650.00

(\$501,000. And UP)
 \$2.75 Per Thousand



Tallman Insurance

A.1 Employee/Volunteer Theft (Crime Coverage)
VFW QUESTIONNAIRE FOR CLUB EMPLOYEES &
BINGO PERSONS TO, BE COMPLETED BY
COVERED INDIVIDUAL

TRAVELERS CASUALTY AND SURETY COMPANY OF AMERICA

Coverage Term: October 1, 2023 to September 30, 2024

1. a) Name of Post Post #

b) Post Address

2. a) Name of Person to be Covered

3. Position to be Covered

4. Coverage Amount Requested \$

5. Number of Persons Covered 1

6. Number of Locations 1

7. Post - Annual Income

8. Has the post had any crime coverage losses over the past three years?
If yes, provide a description along with the date and amount of loss.

9. a) Have you ever been convicted of any dishonest or fraudulent employment related act, "for example" burglary, robbery, theft or embezzlement of funds of any kind.

b) If yes, explain

IF COVERAGE IS NOT RENEWED, TERMINATED, OR CANCELLED AT EXPIRATION DATE OF 10-1-2023, THE POST HAS ONLY 90 DAYS TO SUBMIT A PROOF OF LOSS FOR PRIOR TERM, AFTER 90 DAYS, PRIOR COVERAGE CEASES.

If this is a replacement for a current position, please advise what person you are replacing

Signed this day of ,
(Day) (Month) (Year)

Signature: Person to be Covered

VFW CANTEEN MANAGERS AND CANTEEN EMPLOYEES
 BINGO MANAGERS, GAMING MANAGERS AND GAMING WORKERS
 RATE SCHEDULE

\$6.00 PER THOUSAND

\$ 1,000.-----\$ 6.00
\$ 2,000.-----\$ 12.00
\$ 3,000.-----\$ 18.00
\$ 4,000.-----\$ 24.00
\$ 5,000.-----\$ 30.00
\$ 6,000.-----\$ 36.00
\$ 7,000.-----\$ 42.00
\$ 8,000.-----\$ 48.00
\$ 9,000.-----\$ 54.00
\$10,000.-----\$ 60.00
\$11,000.-----\$ 66.00
\$12,000.-----\$ 72.00
\$13,000.-----\$ 78.00
\$14,000.-----\$ 84.00
\$15,000.-----\$ 90.00
\$16,000.-----\$ 96.00
\$17,000.-----\$102.00
\$18,000.-----\$108.00
\$19,000.-----\$114.00
\$20,000.-----\$120.00
\$21,000.-----\$126.00
\$22,000.-----\$132.00
\$23,000.-----\$138.00
\$24,000.-----\$144.00
\$25,000.-----\$150.00

\$4.00 PER THOUSAND

\$26,000.-----\$104.00
\$27,000.-----\$108.00
\$28,000.-----\$112.00
\$29,000.-----\$116.00
\$30,000.-----\$120.00
\$31,000.-----\$124.00
\$32,000.-----\$128.00
\$33,000.-----\$132.00
\$34,000.-----\$136.00
\$35,000.-----\$140.00
\$36,000.-----\$144.00
\$37,000.-----\$148.00
\$38,000.-----\$152.00
\$39,000.-----\$156.00
\$40,000.-----\$160.00
\$41,000.-----\$164.00
\$42,000.-----\$168.00
\$43,000.-----\$172.00
\$44,000.-----\$176.00
\$45,000.-----\$180.00
\$46,000.-----\$184.00
\$47,000.-----\$188.00
\$48,000.-----\$192.00
\$49,000.-----\$196.00
\$50,000.-----\$200.00

\$3.00 PER THOUSAND

\$ 51,000.-----\$153.00
\$ 52,000.-----\$156.00
\$ 53,000.-----\$159.00
\$ 54,000.-----\$162.00
\$ 55,000.-----\$165.00
\$ 56,000.-----\$168.00
\$ 57,000.-----\$171.00
\$ 58,000.-----\$174.00
\$ 59,000.-----\$177.00
\$ 60,000.-----\$180.00
\$ 61,000.-----\$183.00
\$ 62,000.-----\$186.00
\$ 63,000.-----\$189.00
\$ 64,000.-----\$192.00
\$ 65,000.-----\$195.00
\$ 66,000.-----\$198.00
\$ 67,000.-----\$201.00
\$ 68,000.-----\$204.00
\$ 69,000.-----\$207.00
\$ 70,000.-----\$210.00
\$ 71,000.-----\$213.00
\$ 72,000.-----\$216.00
\$ 73,000.-----\$219.00
\$ 74,000.-----\$222.00
\$ 75,000.-----\$225.00
\$ 80,000.-----\$240.00
\$ 85,000.-----\$255.00
\$ 90,000.-----\$270.00
\$ 95,000.-----\$285.00
\$100,000.-----\$300.00



**WELCOME TO SOUTHERN CONFERENCE 2023
AT RIVER SPIRIT CASINO IN TULSA, OKLAHOMA
NOVEMBER 2ND – NOVEMBER 5TH 2023**

**RIVER SPIRIT CASINO RESORT
8330 RIVERSIDE PKWY
TULSA, OK 74137**

LOCAL ATTRACTIONS



J.M.
**Davis Arms
& Historical**
MUSEUM

CLAREMORE, OKLAHOMA

[HTTPS://WWW.THEGUNMUSEUM.COM/](https://www.thegunmuseum.com/)



GolfSuites

[HTTPS://WWW.GOLFSUITES.COM/OK/TULSA/](https://www.golfsuites.com/ok/tulsa/)



[HTTPS://WWW.GATHERINGPLACE.ORG/](https://www.gatheringplace.org/)



[HTTPS://WWW.WOOLAROC.ORG/](https://www.woolaroc.org/)

SOUTHERN CONFERENCE 2023
VETERANS OF FOREIGN WARS AND AUXILIARY

NOVEMBER 2ND – NOVEMBER 5TH 2023

RIVER SPIRIT CASINO RESORT

8330 RIVERSIDE PKWY

TULSA, OK 74137

ROOM RATE: \$149 + TAX (KING/QUEEN)

SIGNATURE SUITE: \$199 + TAX

DEADLINE TO REGISTER SEPTEMBER 25TH, 2023

REGISTRATION FORM:

[Click here for digital registration form](#)

PRE-REGISTRATION FEE IS \$85.00 PER PERSON

REGISTRATION FEE COVERS:

BANQUET, HOSPITALITY ROOM, ENTERTAINMENT, \$10 FREE PLAY IN THE CASINO AND ONE (1) EXCURSION PER PERSON*

(*EXCURSIONS ARE LIMITED IN SIZE AND RESERVED ON A FIRST COME FIRST SERVED BASIS.)

REGISTRATION AT THE CONFERENCE WILL BE \$95.00 PER PERSON.

FOR HOTEL RESERVATIONS, PLEASE VISIT THE VFW DEPT. OF OKLAHOMA WEBSITE AT: WWW.VFWOKLAHOMA.ORG OR CONTACT THE HOTEL AT 888-748-3731

HOTEL LINK

****ROOMS MUST BE RESERVED BY SEPTEMBER 25TH, 2023 TO ENSURE THE BLOCK RATE ROOMS.***

MAKE CHECKS PAYABLE TO: Department of Oklahoma VFW

FOR DEPT USE ONLY:

DATE RECEIVED: _____ CK#: _____ AMOUNT: _____

MAIL FORMS TO: DEPARTMENT OF OKLAHOMA VFW P.O. BOX 1126 OKLAHOMA CITY, OK 73101

EMAIL: VFWSouthernConference2023@gmail.com (CHECK WILL STILL NEED TO BE MAILED)

SOUTHERN CONFERENCE 2023
VETERANS OF FOREIGN WARS & AUXILIARY
NOVEMBER 2ND – NOVEMBER 5TH 2023
RIVER SPIRIT CASINO RESORT
8330 RIVERSIDE PKWY
TULSA, OK 74137
TRANSPORTATION REQUEST FORM
DEADLINE SEPTEMBER 25TH, 2023

NAME: _____

AIRLINE: _____

ARRIVAL DATE: _____

TIME: _____

FLIGHT: _____

DEPARTURE DATE: _____

TIME: _____

FLIGHT: _____

Food Allergies:

MAIL FORMS TO:
VFW DEPT. OF OKLAHOMA
P.O. BOX 1126
OKLAHOMA CITY, OK 73101

OR

SOUTHERNCONFERENCE2023@GMAIL.COM

SOUTHERN CONFERENCE 2023
VETERANS OF FOREIGN WARS & AUXILIARY
NOVEMBER 2ND – NOVEMBER 5TH 2023
RIVER SPIRIT CASINO RESORT
8330 RIVERSIDE PKWY
TULSA, OK 74137

EXCURSION REQUEST FORM

(1 PER PERSON. FIRST COME FIRST SERVED. ALL EXCURSIONS AFTERNOON OF FRIDAY THE 3RD.)



TULSA AIR AND SPACE MUSEUM

[HTTPS://WWW.TULSAMUSEUM.ORG/](https://www.tulsamuseum.org/)



PHILBROOK MUSEUM OF ART

[HTTPS://PHILBROOK.ORG/](https://philbrook.org/)



OKLAHOMA AQUARIUM

[HTTPS://WWW.OKAQUARIUM.ORG/](https://www.okaquarium.org/)



GREENWOOD RISING - BLACK WALL STREET

[HTTPS://WWW.GREENWOODRISING.ORG/](https://www.greenwoodrising.org/)

MAIL FORMS TO:
VFW DEPT. OF OKLAHOMA
P.O. BOX 1126
OKLAHOMA CITY, OK 73101
OR
SOUTHERNCONFERENCE2023@GMAIL.COM

SOUTHERN CONFERENCE 2023
VETERANS OF FOREIGN WARS AND AUXILIARY

NOVEMBER 2ND – NOVEMBER 5TH 2023

RIVER SPIRIT CASINO RESORT

8330 RIVERSIDE PKWY

TULSA, OK 74137

BANQUET MEAL RESERVATION

PLEASE FILL OUT 1 PER GUEST

1 CHOICE

1. **BBQ CHICKEN**
2. **BBQ BRISKET**
3. **OTHER (PLEASE SPECIFY HEALTH OPTION)**
-

**ALL MEALS COME WITH HOUSE SALAD, BISCUITS, DINNER ROLLS AND BUTTER,
COLESLAW, MASHED POTATOES AND BOURBON PECAN PIE OR SALTED
CARMEL APPLE PIE.**

NAME: _____ DEPARTMENT: _____

VFW/AUX? _____

**PLEASE MAIL BANQUET REQUEST TO: VFW DEPT. OF OKLAHOMA P.O. BOX 1 126
OKLAHOMA CITY, OK 73101 OR EMAIL THEM TO
VFWSOUTHERNCONFERENCE2023@GMAIL.COM.**

THE VIRGINIA VETERANS FOUNDATION

VFW Community Service Grant

The purpose of the VFW Community Service Grant is to assist VFW Posts and Auxiliaries in Virginia who need assistance with funding community service projects. There will be of twelve (12) grants worth up to \$250 each for the 2023-2024 year. All requirements must be met, or the grant must be returned, in part or in whole, depending on the circumstances. **Grant application is due no later than November 30, 2023.**

The requirements of the grant are as follows:

- 1) The project must be initiated and completed in the period of July 1, 2023, through June 30, 2024.
- 2) The VFW Post or Auxiliary in question must have a current non-profit status on file with the Internal Revenue Service (IRS) and the Post must provide the IRS paperwork proving this.
- 3) The Post or Auxiliary must be in good standing with the VFW National Headquarters and the Department of Virginia.
- 4) If the project is hosted at a building, it must be a non-smoking building regardless of the owner's rules for the use of the building.
- 5) The grant is not to be used for work on a VFW Post home or the property owned by any membership-based organization.
- 6) Receipts for the project must be provided and payment of the grant will not occur until this is done with all payments coming after project completion.
- 7) Should the project costs total less than \$250 once completed, the balance of the grant will not be paid. Additional projects may not be added to an approved grant. Alterations to an approved grant require approval by the Virginia Veterans Foundation before the grant can be claimed.
- 8) The VFW Post or Auxiliary receiving the grant must agree to allow the VFW Department of Virginia and Virginia Veterans Foundation the opportunity to promote the project on social media, in official communications, and in other forms of marketing.
- 9) The grant will only cover materials and the Post is responsible for providing labor. This can be done through paying for labor or by doing the work themselves.
- 10) All decisions on grants are final and will be made by the Board of Directors for the Virginia Veterans Foundation.
- 11) Funding from this grant program may be combined with other grants but the total of the funding received cannot exceed actual costs and the amount received from this grant may be reduced accordingly.
- 12) Only one grant per year will be provided to an individual Post or Auxiliary, regardless of who applies for the grant.

THE VIRGINIA VETERANS FOUNDATION

VFW Community Service Grant

Official Grant Application

(All questions must be answered in full)

Name and number of the Post/Auxiliary: _____

Mailing address: _____

Physical address of the event: _____

Commander/President name, phone number, and email address: _____

Quartermaster/Treasurer name, phone number, and email address: _____

Description of the project to be completed: _____

Estimated cost of the project: _____

How will labor be provided?: _____

By signing below, you acknowledge the requirements of the grant program. Furthermore, you acknowledge that you have provided all needed documents and that the decision on this grant application rests solely with the Virginia Veterans Foundation. Finally, you agree to provide all needed receipts for the project and to cooperate with the Virginia Veterans Foundation and the VFW Department of Virginia in promoting the project and grant.

Commander/President: _____ QM/Treasurer: _____

THE VIRGINIA VETERANS FOUNDATION

VFW Post Home Improvement and Assistance Grant

The purpose of the VFW Post Home Improvement and Assistance Grant is to assist VFW Posts in Virginia who need assistance with funding projects to improve, expand, or repair their Post home as well as assisting those Posts in financial need. There will be ten (10) grants worth up to \$300 each for the 2023-2024 year. All requirements must be met or the Post will be required to return the grant, in part or in whole, depending on the circumstances. **Grant application is due no later than November 30, 2023.**

The requirements of the grant are as follows:

- 1) If funding a project, it must be initiated and completed in the period of July 1, 2023 through June 30, 2024. Post must submit a thorough justification for the grant.
- 2) If asking for emergency assistance, the Post must explain the reason for the emergency and provide a plan for how the Post will raise money in the future and prepare for future problems.
- 3) The VFW Post in question must have a current non-profit status on file with the Internal Revenue Service (IRS) and must provide the IRS paperwork proving this.
- 4) The Post must be in good standing with the VFW National and Department Headquarters.
- 5) If funding a project, the Post must own or lease the Post and must provide a copy of the documents showing either ownership or a current lease. For Posts who lease the property, there must be at least 2 years remaining on the lease to receive a grant.
- 6) The Post must not allow smoking in their Post building but may use the grant to repair damage after voting to ban smoking. A ban on smoking is defined as no smoking allowed inside the building of the Post home. It may be allowed outside of the building.
- 7) Receipts for the project or bills covered by the assistance requested must be provided and payment of the grant will not occur until this is done with all payments coming after project completion or for bills already paid.
- 8) Should the project costs or assistance requested total less than \$300.00 once complete, the balance of the grant will not be paid.
- 9) The VFW Post receiving the grant must agree to allow the VFW Department of Virginia and Virginia Veterans Foundation the opportunity to promote the funded project on social media, in official communications, and in other forms of marketing.
- 10) The grant will only cover materials and the Post is responsible for providing labor. This can be done through paying for labor or by doing the work themselves.
- 11) All decisions on grants are final and will be made by the Board of Directors for the Virginia Veterans Foundation.
- 12) Funding from this grant program may be combined with other grants but the total of the funding received cannot exceed actual costs and the amount received from this grant may be reduced accordingly.

THE VIRGINIA VETERANS FOUNDATION

VFW Post Home Improvement and Assistance Grant

Official Grant Application

(All questions must be answered in full)

Name and number of the Post: _____

Post mailing address: _____

Physical address of the Post: _____

Post Commander name, phone number, and email address: _____

Post Quartermaster name, phone number, and email address: _____

Estimated cost of the project or assistance requested: _____

How will labor be provided?: _____

On a separate page, give either a description of the project to be completed or justification for assistance requested. For emergency assistance, also include in your description a plan for how the Post will raise money in the future and prepare for future problems.

By signing below, you acknowledge the requirements of the grant program. Furthermore, you acknowledge that you have provided all needed documents and that the decision on this grant application rests solely with the Virginia Veterans Foundation. Finally, you agree to provide all needed receipts for the project and to cooperate with the Virginia Veterans Foundation and the VFW Department of Virginia in promoting the project and grant.

Post Commander: _____ Post Quartermaster: _____