



Matching Funds Request

How to submit a request



What are Matching Funds Requests?

- ▶ Funding is provided by the AMVETS National Service Foundation (NSF)
- ▶ AMVETS NSF offers up to 50 percent matching funds for projects which cost between \$1,000 and \$5,000
- ▶ VAVS projects may be sponsored at VA Medical Centers, State Veterans Homes, VA or VA Contract Nursing Homes, or State Orphans Homes
- ▶ The AMVETS NSF Board of Trustees considers each project on its own merit with recommendations from the AMVETS National VAVS Representative
- ▶ All projects are subject to available funding.



Who can apply for a Matching Funds Request?

- ▶ Any AMVETS Post or Department
- ▶ Ladies Auxiliary
- ▶ Sons of AMVETS

* VAVS Representative or Deputy Representative should coordinate and submit the matching funds request.



When can you submit a request?

- ▶ 1 September through 15 July
- ▶ Submissions must be into National Programs Department by **15 July**
- ▶ Awards made at National Convention each year (mid-August)



What projects qualify?

- ▶ Medical Equipment
- ▶ Prosthetic Devices
- ▶ Athletic Equipment
- ▶ Wheelchairs
- ▶ Wheelchair Vans
- ▶ Popcorn Machines
- ▶ Ice Cream Machines
- ▶ Electric Shavers
- ▶ Large Screen TVs for Social & Recreation Rooms
- ▶ Musical Instruments for Therapy



Matching Funds are NOT intended for:

- ▶ Parties
- ▶ Dances
- ▶ Transportation Costs
- ▶ Off-location trips
- ▶ Clothing
- ▶ Craft Kits
- ▶ Reading Materials
- ▶ Stereos and Radios
- ▶ Refrigerators
- ▶ AV Equipment
- ▶ Computers
- ▶ Veterans Parks or Memorials
- ▶ Construction or Remodeling Project



Getting Started

- ▶ The AMVETS VAVS Representative, Post or Department Commander should begin by coordinating with the facility volunteer point of contact.
- ▶ This could be either the Chief of Voluntary Service, Administrator, Director, or Manager.
- ▶ Establishing a “List of Needs”
- ▶ Solicit and secure support from the Post or Department

NOTE: The AMVETS FAMILY can only put in one (1) requests per project per facility.

Preparing the Request

- ▶ Have the facility Point of Contact complete the Matching Funds required forms.
- ▶ Completed and signed forms will include the following to be considered:
 - ▶ Description of project
 - ▶ Purpose and Benefits of the Project
 - ▶ Time allotted for the project
 - ▶ Itemized Quote showing estimated cost of the project
- ▶ Proof of unavailable funds from applied State or Federal grants, if applicable
- ▶ Proof that 50 percent of project cost has been set-aside in an escrow account pending action by NSF Board.



Submit the Request

- ▶ Completed application will be sent to the National Programs Department to be reviewed by the National VAVS Representative and Deputy Representative prior to the annual NSF board meeting.
- ▶ A letter will be sent to the VAVS Matching Funds project sponsor regarding a decision.
- ▶ If the project is approved, a check will be drafted in the name of the Project Sponsor and Facility cosigner for presentation.
- ▶ Matching Funds Checks will be sent out in September



Programs Contact Information

- ▶ For Questions or concerns contact the Programs Department
 - ▶ Call 301-683-4031
 - ▶ Email Programs@Amvets.org
- ▶ Mailed application to:

AMVETS National Programs Department
Attn: Matching Funds Request
4647 Forbes Blvd
Lanham, MD 20706