**CONFERENCE GRANT**

**POLICIES & PROCEDURES**

The NCACVSO offers a “Conference Grant” to help CVSO’s that may not have the funding to attend our Semi-Annual Training Conferences. Each year the Executive Committee will accept applications for review. NCACVSO must receive your application at least 12 weeks prior to the next scheduled training conference. The committee will rank applications based off the following criteria:

A). financial need

B). proof that the office is accredited or is actively working towards accreditation from the NCDVA

C). the answers to the questions on page two of the application.

They will select no more than two applicants to receive a grant. The Executive Committee will send their final notification of selections to the association President for his/her review before final notification is given. In the case of any ties, the President will make the deciding vote. The President will then provide the NCACVSO Treasurer with the grant recipients’ information so that they can waive their conference and membership fees, arrange for hotel room, and make any other appropriate arrangements. All travel and meals, with exception of the banquet, will be the recipients’ responsibility. When funds are available, the committee may decide to award additional grants at their discretion.

The Executive Committee must receive applications by the date specified on the application. Although mailed applications are accepted, the committee highly recommends faxing or e-mailing the application as early as possible. (Both FAX and e-mail provide the sender with proof of transmission.) The committee will notify those selected no later than 8 weeks before the conference.

The association will appropriate the allotted amount of funds each year as part of the annual budget to provide for two grants. The association, however, may hold fund-raising activities during the Annual Conference. Typically, these fund-raising activities will include, but are not limited to, solicitation of donations, a 50/50 Raffle, and “special auction items” donated specifically to raise money for Conference Grants. Additionally, NCACVSO may create new forms of fund raising activities to help raise money, but will get these activities authorized by the Executive Board.

The intent of this Conference Grant is to provide those less fortunate county offices, who may have limited budgets that do not allot funds for these training conferences, the opportunity to experience our conference and receive the much-needed training and tools necessary to promote VA benefits awareness and to assist our Veterans. We are hopeful that your county leaders will see the value of the training and experience you gain from the conferences and how imperative it is to have that knowledge to better assist your veterans and families. The impact these trainings have on your ability to better serve your clients with more positive results not only impacts your veterans, but fiscally impacts your county in the form of tax dollars as well. We understand that our counties have their limitations each budget year but if these tools can help you increase the VA expenditures paid out to your veterans each year, the county wins from both a humanitarian and fiscal perspective.