

## AMVETS VAVS VOLUNTEERS

*We appreciate you!*



AMVETS, AMVETS Ladies Auxiliary and the Sons of AMVETS are an integral part of VA care. We thank the thousands of AMVETS, AMVETS Ladies Auxiliary and Sons of AMVETS VA volunteers for their unselfish and unwavering devotion to serve those who have served to maintain our country's freedom. The time and talents shared by these volunteers are vital to maintaining the services we provide and they are vital links to the communities where we work and live.

The AMVETS Matching Funds Program sponsored by your National Service Foundation makes it possible to support projects at Department of Veterans Affairs Medical Centers, State Veterans Homes and Contract Nursing Homes that provide care to America's veterans.

We appreciate the "Caring and Sharing" philosophy of the AMVETS family. Your generosity and dedication is greatly appreciated.

Sincerely,  
Laura B. Balun  
Director, Voluntary Service Office



(57th Annual VAVS Advisory Meeting)

AMVETS, AMVETS Ladies Auxiliary and Sons of AMVETS members across this great nation serve proudly throughout the largest health care system in the world.

This AMVETS family of VAVS volunteers contributes hundreds of thousands of hours annually, which represents a significant cost savings to the Department of Veterans Affairs.

Working directly with patients or behind the scenes you come bearing the greatest gift of all ...yourselves. You have assured our great nation that those who have borne the battle will receive the best possible care.

For further information about VAVS or the AMVETS Matching Funds Program contact the National Programs Dir. at 301-683-4030.

AMVETS  
National Service Foundation  
4647 Forbes Boulevard  
Lanham, Maryland 20706-4380  
([www.amvets.org](http://www.amvets.org))

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## Guidelines For VAVS Matching Funds



### ***Guidelines for Matching Funds***

Through funding provided by the AMVETS National Service Foundation, AMVETS offers up to (50%) 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 National Service Foundation 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 or sponsor projects?***

Any AMVETS Post or Department (and its subordinates) may sponsor a project, which may qualify for matching funds consideration. The VAVS Representative or Deputy Representative should coordinate and submit the matching funds request.

### ***When can you apply?***

Matching funds requests will be accepted year round between September 1 and July 15. However, requests will only be considered once each year by the NSF Board of Trustees at the Annual Convention. For consideration the requests must be received by the National Programs Department no later than July 15 each year.

### ***What projects will qualify?***

Many projects are very worthy and needed and may receive favorable consideration. Such items include, but are not limited to, the following:

- Medical Equipment
- Prosthetic Devices
- Athletic Equipment
- Automatic Pin Setters
- Wheelchairs
- Wheelchair Vans
- Popcorn Machines
- Ice Cream Machines
- Organs for Chapels

- Pianos and Musical Instruments for Therapy
- Electric Shavers
- Large Screen Televisions for Social and Recreation Rooms
- Furnishings for Patient Rooms, Day Rooms, Visitor Rooms
- Equipment for Medical and Rehabilitative Therapy
- Electronic Games and Equipment used for Therapy
- TV Sets for Isolation Rooms, Circle Bedrooms, Epilepsy Units, ICU, CCU, Residents of Nursing Home Care Units and OIF/OEF Rehabilitation Rooms
- Microwave Ovens
- Washers and Dryers

### ***Matching Funds will not be provided for the following:***

- Canteen Books
- Parties and Dances
- Transportation Costs
- Off-Station Field Trips
- Clothing
- Craft Kits
- Reading Materials
- Stereos and Radios
- Smoke Eaters
- Refrigerators
- AV Equipment (VCRs)
- Computers
- Pharmacy Patient Notification System
- Veterans Parks or Memorials
- Hot Food Servers
- Construction Projects
- Remodeling
- Service Charges (cable TV or cell phones)

### ***(STEP ONE) How does it work?***

The AMVETS VAVS Representative, Post or Department Commander should begin by coordinating with the facility contact person. Depending on the type of facility this may be either the Chief of Voluntary Service or the Administrator/Director/Manager.

After the “needs list” is established, the VAVS Representative should solicit and secure the required matching support from the Post or Department. **Only one AMVETS unit (Post, Department, Subordinate) may request funds for a specific project at the same facility.**

### ***(STEP TWO) Prepare the request.***

The VAVS Representative may want to solicit the cooperation and help from the facility contact person to prepare a “complete” matching funds request. Each request must be submitted on a current AMVETS Matching Funds form and must include the following:

- Description of project.
  - a. Why is it necessary?
  - b. How will it benefit veterans?
- Signed statement by facility contact person outlining the following.
  - Use
  - Need
  - Timetable
  - Copy of Quote or Invoice showing actual cost & item description.
  - Confirming that “no” funds are available for this project from State or Federal sources
- Signed statement by AMVETS Post, Department or Subordinate that (50%) of the project cost has been set-aside in an escrow account pending action by the NSF Board of Trustees.

### ***(STEP THREE) Submit the request.***

Send the completed request to National Programs Dept., ATTN: Matching Funds. The National VAVS Representative and Deputy Representative will review all requests prior to NSF Board consideration.

The VAVS Matching Funds project sponsor will be notified by letter regarding the decision by the NSF Board. If the project is approved, a check will be drafted naming the project sponsor and facility as cosigners, and will be forwarded directly to the sponsor for appropriate coordination and presentation.