

DRAFT

Virginia Veterans Services Foundation Board of Trustees
Richmond Times Dispatch
8460 Times Dispatch Boulevard
Mechanicsville, Virginia
Meeting Minutes
December 9, 2021

A meeting of the Virginia Veterans Services Foundation (VSF) Board of Trustees was held on Thursday, December 9, 2021 at Richmond Times Dispatch, 8460 Times Dispatch Boulevard, Mechanicsville, Virginia. The meeting was called to order at 1:02 p.m. following a Trustee Holiday Lunch.

Trustees Present

- Lettie Bien
- Paula Buckley
- Allan Burke
- Michael Coleman
- Paul Haughton (*VSF Second Vice Chair*)
- Thurraya Kent* (*ex officio, voting, Board of Veterans Services (BVS) Vice Chair*)
- Kathleen Jabs (*ex officio, voting, Acting Secretary of Veterans and Defense Affairs*)
- Phillip Jones
- Jack Lanier (*Procedures and Policies [P&P] Chair*)
- John Lesinski (*VSF Chair*)
- Laura Schmiegel (*Development Committee Chair*)
- Walter Stosch (*Finance Committee Chair*)
- Jarris Taylor
- Bruce Waxman
- Denice Williams (*ex officio, voting, Joint Leadership Council (JLC) of Veterans Service Organizations*)
- Valerie Zimmerman

*ALTERNATE

Trustees Absent

- Nicole Carry (*VSF First Vice Chair*)
- Kyle Craig

VSF Advisors Present

- Leroy Gross

VSF Staff Present

- Karla Boughey (*VSF Executive Director*)
- James McCue (*VSF Operations Manager*)

DVS Representatives Present

- John Maxwell (*Commissioner*)
- Annie Walker (*Deputy Commissioner*)
- Tammy Davidson (*DVS CFO / VSF Treasurer*)
- Brandy Jancaitis (*Director of Virginia Veterans and Family Support*)
- Phillip Trezza (*Director of Veterans Education Transition & Employment Services*)
- Glendalynn Glover (*DVS Staff*)
- Jordan Stewart (*DVS Staff*)

Commonwealth of Virginia Office of the Attorney General

- Jim Flaherty (*Assistant Attorney General*)

Visitors Present

- Larry Jarrell (*DMV, Customer and Veteran Services Program Manager*)
- Col. Frank Wickersham, USMC (Ret.)
- Maggie Wickersham
- Lt. Gen. Bob Wood, USA (Ret.) (*American Veterans Vote, CEO*)

Materials Distributed and Attached

- Meeting Agenda (*Attachment 1*)
- VSF Paths of Giving (*Attachment 2*)
- BVS Chair Report (*Attachment 3*)
- JLC Chair Report (*Attachment 4*)
- DVS Commissioner Report (*Attachment 5*)
- Executive Director Report (*Attachment 6*)
- P&P Committee Report (*Attachment 7*)
- First Quarter Finance (*Attachment 8*)
- Proposed DVS Revisions FY22 Budget (*Attachment 9*)
- FY22 General Fund Expenditures (*Attachment 10*)

Opening and Pledge of Allegiance

VSF Chair Lesinski welcomed everyone and called the meeting to order at 1:02 p.m. The VSF Chair Lesinski led the group in reciting the Pledge of Allegiance.

Roll Call of Trustees and Quorum Determination

With 16 of 18 trustees present, a quorum was determined.

Approval of Agenda (*Attachment 1*)

The agenda was previously forwarded to the trustees electronically and a printed copy was included in the Board packets.

VSF Chair Lesinski asked for a motion to approve the agenda. P&P Chair Lanier **moved** to approve the agenda as presented and Ms. Bien **seconded** the motion. There was no discussion and the motion passed unanimously.

Review and Approval of September 9, 2021 Meeting Minutes

VSF Chair Lesinski stated that a copy of the September 9, 2021 meeting minutes were previously sent to the trustees electronically and a printed copy was available for review.

VSF Chair Lesinski asked for a motion to approve the minutes. Ms. Zimmerman **moved** to approve the minutes as presented and Development Chair Schmiegel **seconded** the motion. There was no discussion and the motion passed unanimously.

Presentations

New Trustee Swearing In Ceremony:

VSF Chair Lesinski requested Acting Secretary Jabs to swear in the new gubernatorial appointee, Mr. Coleman. Acting Secretary Jabs swore in Mr. Coleman.

VSF Chairman's Presentation:

VSF Chair Lesinski yielded his time to Development Chair Schmiegel's presentation.

VSF Paths for Giving (*Attachment 2*):

Development Chair Schmiegel presented the Foundation's current year-to-date donations of \$60,777.44. There are two or three pending donation requests, with an anticipated range from \$385,000 to \$575,000. The current donation gap between FY22 and the average of previous years is approximately \$480,000. Overall, the Foundation is expected to break even for FY22. However, due to the increased DVS program spending, the Foundation needs to

identify additional sources of revenue. More than 70 percent of all donations are received from corporation donations. Development Chair Schmiegel asked each Trustee to provide potential business connections or leads for the VSF staff and the Development Committee to contact.

VSF Chair Lesinski added the DVS Commissioner and Deputy Commissioners can also assist with pitching to any potential donors. Commissioner Maxwell commented that DVS can provide stories on how the funds are utilized. Commissioner Maxwell reminded the Board that DVS cannot solicit donations.

Executive Director Boughey highlighted third-party events are an excellent avenue for funding and outreach opportunities. VSF Chair Lesinski commented that several third-party events, such as golf tournaments, are returning.

Executive Director Boughey discussed that Veterans Services Organizations (VSOs) are also good partners. Many VSOs currently support Foundation.

Development Chair Schmiegel covered the pending donors in the pipeline, and recapped by asking the trustees to provide any corporate, business, VSO, or third-party connections to the Development Committee to help boost revenue and outreach.

VSF Chair Lesinski asked if there were any questions. It was suggested to consider various Chambers of Commerce for possible VSF presentations.

Reports

a. Board of Veterans Services (BVS) (Attachment 3)

BVS Vice Chair Kent (alternate for BVS Chair Michael Dick) provided the BVS report.

The next meeting of BVS is scheduled for December 16, 2021.

BVS Vice Chair Kent asked if there were any questions. None were posed.

b. Joint Leadership Council of Veterans Service Organizations (JLC) (Attachment 4)

JLC Acting Chair Williams provided the JLC report.

The next meeting of the JLC is scheduled for December 17, 2021

JLC Acting Chair Williams asked if there were any questions. None were posed.

c. Department of Veterans Services (DVS) (Attachment 5)

Commissioner Maxwell provided the DVS report. He reported DVS is beginning to hold more in-person appointments after the COVID-19 shutdown, and events are being planned.

There has been about a 30 percent increase new clients, mostly focusing on housing assistance. DVS is collaborating with the Virginia Chamber of Commerce on veteran transition and employment. DVS is scheduled to host over 23 hiring and networking events across Virginia. Two new veteran care centers are expected to open in August 2022. The Amelia Veteran Cemetery completed its expansion, and additional improvements are being done at the Dublin Veteran Cemetery. Funding through VSF continues to provide DVS the ability to provide laptops to veterans attending select community colleges and universities, as well as training courses for transitioning veterans.

Commissioner Maxwell added he is willing to assist with boosting awareness of the Foundation.

VSF Chair Lesinski asked if there were any questions. Finance Chair Stosch asked how DVS is handling issues within the agency regarding soliciting donations. Commissioner Maxwell responded this is an internal issue which needs to be communicated to all DVS employees. Commissioner Maxwell added DVS employees should report any potential donors to their leadership which should then be provided to the Foundation.

Development Chair Schmiegel asked if it DVS can provide any potential donors to the Foundation. Commissioner Maxwell said the senior leadership can provide that information.

VSF Chair Lesinski then recognized Acting Secretary Jabs and asked if she would like to report anything from the Secretary's Office. Acting Secretary Jabs reported that her office is currently working with the transition team of Governor-Elect Youngkin. VSF Chair Lesinski asked if there were any questions. None were posed.

d. **VSF Executive Director (Attachment 6)**

Executive Director Boughey provided an income and expense comparison from October 2018 (FY19) through October 2021 (FY22). It was reported that the FY22 donations are low and DVS expenditures have increased compared to previous years. This increase of expenditures has been the largest increase compares to previous fiscal years.

The Foundation had several outreach opportunities and fundraisers in November.

A newly revised brochure was presented. The Foundation website continues to be updated, and did attract a new third-party event for the Foundation. VSF Chair Lesinski added that social media, emails and direct mailings are also going out to help raise awareness and attract donors.

Executive Director Boughey recognized Ms. Glover for putting together a Holiday Bazaar for the Commonwealth of Virginia Campaign (CVC), benefiting the Foundation. Ms. Glover provided an overview of the Holiday Bazaar and intends to hold a similar event in 2022.

VSF Chair Lesinski asked if there were any questions. Mr. Waxman complimented the new VSF brochures.

e. **VSF Board Chair**

VSF Chair Lesinski recognized three Trustees for awards and appointments. Ms. Bien received the Public Service Commendation Medal from the U.S. Department of the Army for her work as Virginia's Army Reserve Ambassador. Development Chair Schmiegel received the Col. Michael Endres Leadership Award for Individual Excellence in Veteran Employment. Dr. Taylor was named the head of Online Learning for Hampton University.

f. **Development Committee Report**

Development Chair Schmiegel reported the Development Committee has not met since the last board meeting. If any trustee has any ideas on ways to improve fundraising and outreach, they should contact her.

VSF Chair Lesinski asked if there were any questions. None were posed.

g. **Finance Committee Report**

Finance Chair Stosch reported the Finance Committee held a joint committee meeting with the P&P Committee on November 16, 2021. One of the items addressed was the General Fund Appropriations for the Foundation, which includes compensation and benefits for two full-time employees and reimbursement to DVS for administrative and support services as required in the Annual DVS-VSF MOU Rider. The second full-time position was filled at a higher salary and benefit level than the Foundation received General Funds in FY22. Therefore, the Foundation requested a rollover from last year's General Fund balance but will not be notified if the request is approved until the first of the year (2022). If Department of Planning and Budget (DPB) does not approve the request, then unrestricted interest funds will be used.

The Finance Committee also discussed the current rate of DVS expenditures and the need to adjust the approved FY22 budget. While the Foundation has sufficient Non-General Funds to cover the increased requests, it does not have sufficient spending authority from DPB. Finance Chair Stosch requests the full Board to consider and approve an additional \$75,000 for the FY22 budget to allow DVS programs the requested increased spending authority.

VSF Chair Lesinski asked if there were any questions. None were posed.

h. **Procedures and Policies Committee Report (Attachment 7)**

P&P Chair Lanier reported the P&P Committee held a joint committee meeting with the Finance Committee on November 16, 2021. One of the items addressed was the amended Annual DVS-VSF MOU Rider. Several edits were made to the Annual MOU Rider, and the P&P Committee reviewed and approved a final copy that was agreed on by both DVS and VSF.

The second item of discussion was the FY22/FY23 VSF Strategic Plan. The P&P Committee and VSF staff collaborated to develop the Strategic Plan. The P&P Committee reviewed and approved the FY22/FY23 Strategic Plan presented.

VSF Chair Lesinski asked if there were any questions. None were posed.

- i. **Review of FY22 First Quarter Financial Report (Attachment 8)**
VSF Treasurer Davidson presented the first quarter VSF Financial Report.
VSF Chair Lesinski asked if there were any questions. None were posed.

Unfinished Business

- a. **Proposed DVS Revisions FY22 Budget**
VSF Treasurer Davidson reported at the Joint Finance and P&P Committee meeting a consideration for the full board to request DPB to increase the spending authority up to \$61,000. However, since that time, VSF Treasurer Davidson learned there was a need to request additional spending authority totaling up to \$75,000. If the board approves increasing the DVS requested spending authority, it will increase the budget from \$796,500 to \$871,500. Because the Foundation has the cash reserves available and there is a need for the increased spending, VSF Treasurer Davidson expects DPB will approve the request.
VSF Treasurer Davidson asked if there were any questions. None were posed.
- b. **FY22 General Fund Expenditure Review**
VSF Treasurer Davidson reported that the Foundation is on track with its use of General Funds, which covers the cost of VSF staff salaries and benefits along with administrative costs set forth in the Annual DVS-VSF MOU/Rider.
VSF Treasurer Davidson asked if there were any questions. VSF Chair Lesinski asked if the report that shows 68.57 percent of the revenue is currently available in the General Fund. VSF Treasurer Davidson confirmed the data and added she expects the Foundation will use all of the appropriated General Funds by the end of FY22.
VSF Chair Lesinski asked if there were any questions. None were posed.
- c. **Other Unfinished Business**
VSF Chair Lesinski asked if there any other unfinished business. None were posed.

New Business

- a. **Approval of Trustee Committee Assignment**
Finance Chair Stosch **moved** to assign Mr. Coleman to the Finance Committee. Ms. Bien **seconded** the motion. There was no discussion and the motion passed unanimously.
- b. **Approval of the Annual DVS-VSF MOU Rider**
P&P Chair Lanier **moved** to approve the DVS-VSF MOU Rider. Finance Chair Stosch **seconded** the motion. There was no discussion and the motion passed unanimously.
- c. **Approval of VSF FY22 FY23 Strategic Plan**
P&P Chair Lanier **moved** to approve the VSF FY22-FY23 Strategic Plan. Ms. Bien **seconded** the motion. There was no discussion and the motion passed unanimously.
- d. **Approval of FY22 First Quarter Financial Report**
Finance Chair Stosch **moved** to approve the FY22 First Quarter Financial Report. . P&P Chair Lanier **seconded** the motion. There was no discussion and the motion passed unanimously.
- e. **Approval of FY22 Budget Adjustments**
Finance Chair stated the Finance Committee recommended to increase the spending authority up to \$61,000. However, based on new information provided by VSF Treasurer Davidson, the spending authority needs to be increased up to \$75,000. Finance Chair Stosch **motioned** to increase the spending authority up to \$75,000. Mr. Coleman **seconded** the motion. There was no further discussion and the motion passed unanimously.
- f. **Other New Business**
VSF Chair Lesinski introduced Col. Wickersham, USMC (Ret.) to the Board. Col. Wickersham who in turn introduced Lt. Gen. Wood, USA (Ret.), CEO of American Veterans Vote. Lt. Gen. Wood provided an overview of American Veterans Vote organization.

Public Comment

There was no public comment.

Adjournment

The next Board of Trustees Meeting will be held on March 24, 2022, location to be determined. Finance Chair Stosch **moved** to adjourn the meeting. Development Chair Schmiegel **seconded** the motion. The meeting was adjourned at 3:06 p.m.

The Virginia Veterans Services Foundation
Board of Trustees Meeting
The Richmond Times Dispatch Office
8460 Times Dispatch Boulevard, Mechanicsville, Virginia 23116
December 9, 2021

12:30 – 1:00 Trustee Holiday Luncheon

1:00 – 3:00 VSF Board of Trustees Meeting

- I. Opening and Pledge of Allegiance, Roll Call of Trustees, Quorum Determination, Introduction of Visitors, Approval of Agenda:** John Lesinski, *Board Chair* (4 minutes)
- II. Review and Approval of September 9, 2021 Meeting Minutes:** *Board Chair* (4 minutes)
- III. Presentations:** (30 minutes)
New Trustee Swearing In Ceremony: Kathleen Jabs, *Acting Secretary of Veterans and Defense Affairs*
Chairman's Presentation: *Board Chair*
VSF Paths for Giving: Laura Schmiegel, *Development Committee Chair*
- IV. Reports:** (50 minutes)
 - a. Board of Veterans Services: Michael Dick, *Chair* (5 minutes)
 - b. Joint Leadership Council: Denice Williams, *Acting Chair* (5 minutes)
 - c. Department of Veterans Services: John Maxwell, *DVS Commissioner* (10 minutes)
 - d. Foundation Executive Director: Karla Boughey (5 minutes)
 - e. Foundation Board Chair: John Lesinski (5 minutes)
 - f. Development Committee Report: Laura Schmiegel, *Chair* (5 minutes)
 - g. Finance Committee Report: Walter Stosch, *Chair* (5 Minutes)
 - h. Procedure and Policies Report: Jack Lanier, *Chair* (5 minutes)
 - i. Review of FY22 First Quarter Financial Report: Tammy Davidson, *DVS CFO/VSF Treasurer* (5 minutes)
- V. Unfinished Business:** (12 minutes)
 - a. Proposed DVS Revisions FY22 Budget: *DVS CFO/VSF Treasurer* (5 minutes)
 - b. FY22 General Fund Expenditure Review: *DVS CFO/VSF Treasurer* (5 minutes)
 - c. Other Unfinished Business: *Board Chair* (2 minute)
- VI. New Business:** (15 minutes)
 - a. Approval of Trustee Committee Assignment: *Board Chair*
 - b. Approval of DVS-VSF MOU Rider: *Board Chair*
 - c. Approval of VSF FY22 FY23 Strategic Plan: *Board Chair*
 - d. Approval of FY22 First Quarter Financial Report: *Board Chair*
 - e. Approval of FY22 Budget Adjustments: *Board Chair*
 - f. Other New Business: *Board Chair*
- VII. Public Comment Period** (5 minutes)
- VIII. Adjournment:** *Board Chair*

Next Board Meeting: March 24, 2022


Attachment 1

Virginia Veterans Services Foundation

Development Committee Report
December 9, 2021

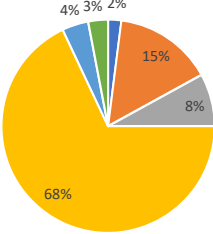


We are underfunded but see opportunities in the corporate sector



- 3 yr average funding totals: \$381,310.35
- FY22 funding YTD: \$60,777.44
- Pending: Sentara
- Gap: \$320,532.91

Donor Sources [3 yr average]:



Donor Source	Percentage
Corporation	68%
Third-Party Event	15%
Foundations	8%
VSO	4%
Private Organization	3%
Individual	2%

Bottom Line: We are doing OK, but face a gap in funding for future FY's if we do not increase fundraising efforts across the board. WE NEED YOUR HELP!

Insights from data:



- Corporate donations have the biggest ROI but prospecting requires the most effort from staff
 - ❖ *We need the Board to provide critical connecting points to funding streams we have not yet reached – dig into your Rolodex!*
- Community Events and individual donations are essential to fill gaps and require little effort from staff
 - ❖ *Expanding our solicitation lists would help us educate more groups about how to help – think corporate CSR systems, community groups, etc*
- VSO's are an untapped resource that are relatively low effort with potential branding AND fundraising benefits
 - ❖ *If you are a member of a VSO, we need your local commander or leader's name*

Current Pipeline



Business/Event Name	Status	FY 22	FY 21	FY20	FY19
Bank of America Employee Giving Program	Corporation			\$ 590.00	\$ 2,793.96
Capital One	Corporation	\$ 44.00			
Sentara	Corporation		\$ 150,000.00		
Huntington Ingalls Industries	Corporation		\$ 10,000.00		
Innsbrook Foundation	Organization	\$ 200.00		\$ 861.50	\$ 220.00
Commonwealth of Virginia Campaign	Organization	\$ 166.62	\$ 1,005.74	\$ 575.74	\$ 293.48
Carahsoft Charitable Fund	Foundation		\$ 500.00		
D-BAT Virginia Beach	Third-Party Event	\$ 2,500.00			
King George High School	Third-Party Event	\$ 666.51		\$ 1,176.78	\$ 725.68

WHAT WE WANT FROM YOU:



Corporations:

- Introduction to POC's in CSR, employee engagement or branding/marketing

Community Events:

- Access to mailing lists or corporate giving platforms to promote Events

VSO's:

- Introduction to local or national leads at VSO's who would be likely to help us

Individuals:

- Introduction to potential high value donors
- Pass along content on giving to employee BRG's, CSR leads for matching campaigns, etc.



COMMONWEALTH OF VIRGINIA BOARD OF VETERANS SERVICES

101 N. 14TH STREET, 17TH FL.
RICHMOND, VA 23219

Michael Dick,
Chairman
Thurraya Kent,
Vice Chair
Victor Angry
David Ashe
Carl Bedell
Senator John Bell
Carl Bess
Paige Cherry
Jenny Dye
Mario Flores
Delegate Buddy Fowler
Delegate Dan Helmer
Joyce Henderson
James O. Icenhour, Jr.
John Lesinski
Senator Mamie Locke
Delegate Kathleen
Murphy
Kathy Owens
Senator Bryce Reeves
Susan Vervaeet Riveland
Delegate Marcus Simon
Melissa Watts
Denice Williams
Acting Chair, Joint
Leadership Council of
Veterans Service
Organizations
Jack Lanier
2nd Vice Chair, Veterans
Services Foundation
Linda Schreiner,
Chair, Virginia War
Memorial Foundation
John M. Maxwell,
Commissioner, Virginia
Department of
Veterans Services

REPORT TO THE VETERANS SERVICES FOUNDATION December 9, 2021

The Board of Veterans Services (BVS) is honored to report that Mr. Victor Angry and Mr. Carl Bedell were reappointed to serve another term. Both are vital members who bring a wealth of insight and experience. I am also pleased to report we have four newly appointed members. Mr. David Ashe is an Attorney At Law, specializing in veteran and Social Security disability law. He also served on active duty in the Marine Corps from 1996 – 2003 and presently ranks as a Colonel serving in the Marine Corps Reserve. Ms. Susan Vervaeet Riveland is a U.S. Army Veteran. She is the Project Director for the Virginia Women Veterans' Story Project which is an ongoing independent oral history project comprised of individual recorded narratives of female military veterans in Virginia. Ms. Melissa Watts served many years with the Department of the Army and is currently the Director of Procurement for the Virginia ABC Authority. Ms. Joyce Henderson is a retired Lieutenant Colonel from the U.S. Army and currently works as a Transition Specialist for the Department of the Army. We are looking forward to working with our new members and the expertise they will bring to carry our mission forward.

Our members continued to actively advocate for and support veterans and their families across the Commonwealth throughout 2021. As a key stakeholder in the VDVS Strategic Plan, Board members reviewed the Commissioner's top three strategic priorities to include suicide prevention, technological improvements, capacity to meet support requirements for increasing numbers of veterans and family members requiring services, agency infrastructure needs, and strategic communication improvements. The Board will form a work group in 2022 to assist VDVS in developing metrics to measure agency progress and success in achieving objectives.

Our next meeting is December 16 at the Richmond Times Dispatch. We look forward to hearing details from the Governor's introduced budget and discussions from legislators as we gear up for the 2022 General Assembly Session.

We look forward to continuing work with the VSF to support Virginia's Veterans and their families.

Respectfully submitted,

Thurraya S. Kent
Vice-Chair



101 N. 14TH ST., 17TH FLOOR
RICHMOND VA 23219

Air Force Association
American Legion
AMVETS
Association of the United States Army
Disabled American Veterans
Fleet Reserve Association
Fifth Baptist Veterans Ministry
Iraq & Afghanistan Veterans of America
Korean War Veterans Association
Legion of Valor of the U.S., Inc.
Marine Corps League
Military Order of the Purple Heart
Military Officers Association of America
Military Order of the World Wars
Navy Mutual Aid Association
Navy Seabee Veterans of America
Non-Commissioned Officers Association
Paralyzed Veterans of America
Reserve Officers Association
Roanoke Valley Veterans Council
Veterans of Foreign Wars
Vietnam Veterans of America
Virginia Army/Air National Guard Enlisted Association
Virginia National Guard Association
Women Marines Association

COMMONWEALTH OF VIRGINIA JOINT LEADERSHIP COUNCIL OF VETERANS SERVICE ORGANIZATIONS

JOINT LEADERSHIP COUNCIL REPORT TO THE VETERANS SERVICES FOUNDATION December 9, 2021

Since our last meeting in September, the Governor appointed / reappointed 15 members to the Joint Leadership Council. While we await one additional appointment, we look forward to working with all our members during our upcoming meeting this month and going forward. I am also excited to announce that the Air Force Sergeants Association is approved as a member organization of the JLC. We look forward to this organization's contribution to our advocacy on behalf of veterans across the Commonwealth.

The Governor and the General Assembly have significantly supported the legislative and budget initiatives proposed by the JLC over the years. Every January, our members enjoy speaking with State Senators and Delegates about the merits of JLC-sponsored bills. We are actively planning our JLC Day for the upcoming General Assembly Session to advocate for our 2022 initiatives. We are considering a virtual session to allow our members to connect with legislators to promote initiatives and answer questions. Several of our members have been in contact with legislators and we will continue that effort. The adopted initiatives (as of September 9, 2021) are posted on the JLC webpage here: <https://www.dvs.virginia.gov/dvs/joint-leadership-council-veterans-service-organizations-2>.

Our December meeting is scheduled to be in-person at the Richmond Times Dispatch. Since the meeting is scheduled for December 15, one day prior to the release of the Governor's introduced budget, VDVS will host a virtual session for JLC members on December 17 to provide the details of the budget. During our meeting on December 15, we will elect the Chairman and Vice Chairman.

I is my honor and privilege to serve as Acting Chair and I remain committed to advocating for matters of concern on behalf of Virginia's Veterans.

Respectfully submitted,

Denice Williams
Acting Chairman

Attachment 4



COMMONWEALTH of VIRGINIA

Department of Veterans Services

John Maxwell
Commissioner

Telephone: (804) 786-0220
Fax: (804) 786-0302

Virginia Department of Veterans Services (VDVS) Update for the Veterans Services Foundation December 9, 2021

Over the past quarter, the Virginia Department of Veterans Services (VDVS) has continued balancing virtual offerings with more in-person services. We've also resumed many outreach activities that were regular elements of our work within the community.

The number of Virginia Veteran and Family Support (VVFS) existing and new clients served was significantly higher in November 2021, increasing by 22% over November 2020. Additionally there was a 29% increase in new clients in just one month from October 2021 to November 2021. For November 2021, 36% of service needs were for housing assistance, 10% for benefits, 6% for homeless assistance, 12% employment, and 7% for Behavioral Health. Over 20% of client referrals come from VDVS Benefits.

As of December 6, VVFS spent the following VSF funds on client services: financial assistance (\$48,305); behavioral health and rehabilitative services (\$23,436 and another \$33,542 committed pending final provider services delivery); and homeless fund assistance (\$112,419). The majority of VVFS financial assistance is for short term housing (hotel/motel), as there is reduced emergency shelter capacity due to COVID. Most homeless fund expenses are deposits and rent debt/arrears. VVFS is leveraging federal, state, and local resources, including Rent Relief Program and Veterans Health Administration SSVF, and uses VSF donations to close gaps in access to care and housing.

The Benefits service line continues both in-person and virtual appointments. Virtual service options will continue to enhance access to veterans and their families across the Commonwealth.

The V3 and V3 Transition Programs are working closely with the Virginia Chamber of Commerce and have planned a robust Hire Vets Now (HVN) Networking Event calendar. There are 23 networking events scheduled on five different military installations. Each HVN event connects 20-25 V3 Certified Employers directly to transitioning service members and their families. V3 Transition Coordinators and V3 Regional Program Managers attend all events to ensure quality customer service to service members and military spouses, and our to V3 Certified Employers. To support the hiring fairs, VDVS submitted a pending request/invoice for \$20,000 for the current fiscal year and we anticipate requesting \$20,000 for the following fiscal year.

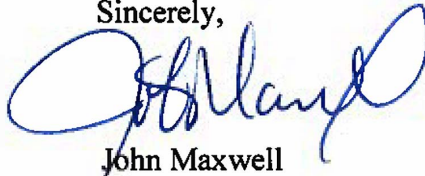
The Military Education & Workforce Initiative (MEWI) partnered with the Veterans Services Foundation, Tech 4 Troops, and Altria Group to provide 50 refurbished laptops to Virginia Commonwealth University (VCU). The first delivery (30 computers) is scheduled for January 12. The remaining 20 laptops will be purchased and provided after July 1.

We are nearing completion of a \$5.2M expansion project at the Virginia Veterans Cemetery (Amelia) that will add over 3,000 pre-placed crypts. In conjunction with community partners, all three state veterans cemeteries will hold special wreath laying events on December 18. Finally, allotted funds for this year were utilized for the beautification of Suffolk, Dublin and Amelia.

We are preparing to launch renovation projects at both the Sitter & Barfoot Veterans Care Center (Richmond) and the Virginia Veterans Care Center (Roanoke). Work continues to move forward on the Jones & Cabacoy Veterans Care Center (Virginia Beach) and the Puller Veterans Care Center (Vint Hill, Fauquier County) as we count down to the planned Summer 2022 opening. SBVCC in Richmond was recently ranked #2 among Virginia nursing homes by *Newsweek* magazine.

Funds raised by the Veterans Services Foundation continue to play an essential role in supporting Virginia's veterans. We are grateful for VSF's efforts and look forward to working closely with VSF for the remainder of FY 2022 to ensure funds are optimally used.

Sincerely,



John Maxwell

Veterans Services Foundation
Statement of Assets
For the Month Ended October 31, 2021 (FM04)
FY 2022 Year-To-Date
(Unaudited)

Assets:

Cash held by State Treasurer	1,766,473.73
Total Assets	<u>\$ 1,766,473.73</u>

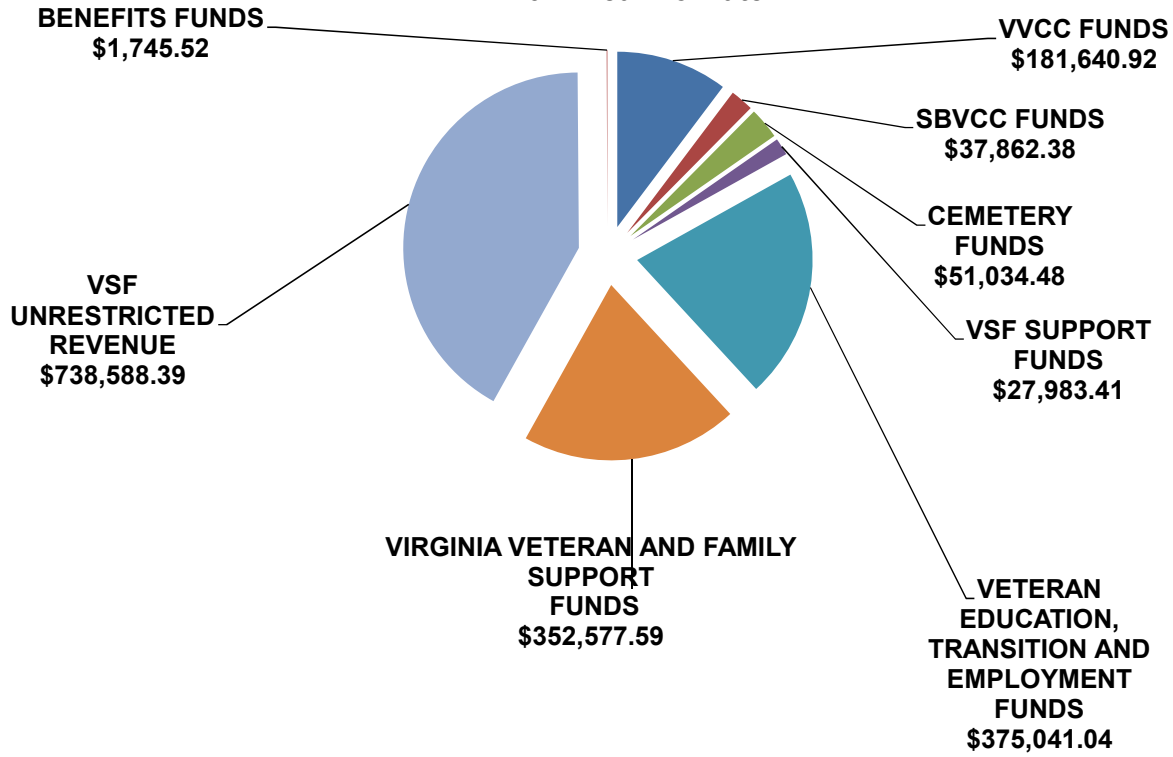
Fund Balances:

Restricted Fund Balances:	
Restricted for VVCC Activities	181,640.92
Restricted for SBVCC Activities	37,862.38
Restricted for Cemetery Funds	51,034.48
Restricted for VVFS Funds	352,577.59
Restricted for Benefits Funds	1,745.52
Restricted for VETE Funds	375,041.04
Restricted for VSF Support Funds	<u>27,983.41</u>
Total Restricted Fund Balances	1,027,885.34
VSF Unrestricted Revenue	<u>738,588.39</u>
Total Fund Balances	<u>\$ 1,766,473.73</u>

Notes:

- 1 All cash is held by the State Treasurer.
- 2 Restricted fund balances are donations given for a specific purpose, or are funds authorized by the Foundation for a specific expenditure purpose.
- 3 VSF Unrestricted Revenue Fund Balance represents the funds remaining from the VSF base funding.

**Veterans Services Foundation
Cash Balances
For the Month Ended October 31, 2021 (FM04)
FY 2022 Year-To-Date**



181,640.92	VVCC
37,862.38	SBVCC
51,034.48	CEMETERIES
27,983.41	VSF SUPPORT
375,041.04	VETE
352,577.59	VVFS
738,588.39	VSF UNRESTRICTED REVENUE
<u>1,745.52</u>	BENEFITS
1,766,473.73	

Veterans Services Foundation
Statement of Income, Expenditures and Changes in Funds Balances
For the Month Ended October 31, 2021 (FM04)
FY 2022 Year-To-Date
(Unaudited)

INCOME:

Y-T-D Actual

Restricted gifts received for:

Virginia Veterans Care Center	6,675.10
Sitter & Barfoot VCC	250.00
Cemetery Funds	875.00
VVFS Funds	2,905.40
Benefits Funds	250.00
VETE Funds	-
VSF Support Funds	-
VSF Unrestricted Revenue	37,977.73
TOTAL INCOME	48,933.23

EXPENDITURES:

VVCC Indigent Resident Needs	-
VVCC Activities/ Carnival Funds--Activities with Residents	6,482.00
VVCC Operation Holiday Spirit	-
VVCC Unit Projects & Functions	-
VVCC Other Donations Restricted	-
SBVCC Indigent Resident Needs	-
SBVCC Activities Funds	-
SBVCC Other Donations Restricted	-
Va Veterans Cemeteries- Other Donations Restricted	-
Va Veterans Cemetery--Amelia	5,000.00
Memorial Cemetery--Suffolk	-
SW Va Veterans Cemetery--Dublin	-
VVFS Direct Veterans Services	96,206.99
VVFS Homeless Veterans Funds	84,737.43
VVFS Operation Family Caregiver Grant	-
Benefits Funds	-
VETE V-3 Fund	29,500.00
VETE Altria Grant	79,306.00
VETE Women's Summit Funds	19,432.61
VETE Other Donations Restricted	-
VSF Support Funds--Operating Expenditures and Web Site	2,016.59
VSF Unrestricted Revenue	-
TOTAL EXPENDITURES	322,681.62

Excess of Income over Expenditures **(273,748.39)**

Beginning Fund Balances 2,040,222.12

Ending Fund Balances **1,766,473.73**

NOTES:

1. The purpose of restricted gifts is detailed on the Schedule of Receipts, Expenditures and Budget.

Veterans Services Foundation
Schedule of Receipts, Expenditures and Budget, by Activity
For the Month Ended October 31, 2021 (FM04)
FY 2022 Year-To-Date
(Unaudited)

Activity	Fund 09410 Balance July 1, 2021 Adjusted	Receipts YTD	Expenditures YTD	Fund 09410 Balance October 31, 2021 YTD	FY 2022 Budget YTD	FY 2022 Budget Balance YTD
Virginia Veterans Care Center:						
Indigent Resident Needs	37,192.19		-	37,192.19	5,000.00	5,000.00
Activities/Carnival Fund	16,512.19	1,050.00	6,482.00	11,080.19	10,000.00	3,518.00
Operation Holiday Spirit	107,140.03	3,270.00	-	110,410.03	25,000.00	25,000.00
Unit Projects & Functions	-	-	-	-	2,000.00	2,000.00
Other Donations Restricted	20,603.41	2,355.10	-	22,958.51	-	-
Total WVCC Funds	181,447.82	6,675.10	6,482.00	181,640.92	42,000.00	35,518.00
Sitter & Barfoot VCC:						
Indigent Resident Needs	6,787.54	-	-	6,787.54	4,500.00	4,500.00
Activities Fund	19,221.84	250.00	-	19,471.84	16,500.00	16,500.00
Other Donations Restricted	11,603.00	-	-	11,603.00	7,000.00	7,000.00
Total SBVCC Funds	37,612.38	250.00	-	37,862.38	28,000.00	28,000.00
Cemetery Funds:						
Va Veterans Cemeteries- Other Donations Restricted	842.00	-	-	842.00	500.00	500.00
Va Veterans Cemetery--Amelia	9,794.71	525.00	5,000.00	5,319.71	5,000.00	-
Memorial Cemetery--Suffolk	21,415.98	150.00	-	21,565.98	5,000.00	5,000.00
SW Va Veterans Cemetery--Dublin	23,106.79	200.00	-	23,306.79	5,000.00	5,000.00
Total Cemetery Support Funds	55,159.48	875.00	5,000.00	51,034.48	15,500.00	10,500.00
Virginia Veterans' and Family Support						
Direct Veterans Services	96,206.99	-	96,206.99	-	240,000.00	143,793.01
Homeless Veterans Fund	84,737.43	-	84,737.43	-	210,000.00	125,262.57
Operation Family Caregiver Grant	923.99	-	-	923.99	-	-
Other Donations Restricted	348,748.20	2,905.40	-	351,653.60	-	-
Total VVFS Funds	530,616.61	2,905.40	180,944.42	352,577.59	450,000.00	269,055.58
Benefits Funds:	1,495.52	250.00	-	1,745.52	-	-
Veteran Education, Transition and Employment						
V-3 Fund	299,184.41	-	29,500.00	269,684.41	111,000.00	81,500.00
Altria Grant	184,095.24	-	79,306.00	104,789.24	100,000.00	20,694.00
Women's Summit	20,000.00	-	19,432.61	567.39	20,000.00	567.39
VETE Other Donations Restricted	-	-	-	-	-	-
Total VETE Funds	503,279.65	-	128,238.61	375,041.04	231,000.00	102,761.39
VSF Support Funds:	30,000.00	-	2,016.59	27,983.41	30,000.00	27,983.41
VSF Unrestricted Revenue						
Appropriated Funds	172,428.14	-	-	172,428.14	-	-
Donor Funds	408,002.08	36,073.02	-	444,075.10	-	-
Interest	120,180.44	1,904.71	-	122,085.15	-	-
Total VSF Unrestricted Revenue	700,610.66	37,977.73	-	738,588.39	-	-
Grand Total All 09410 Funds	2,040,222.12	48,933.23	322,681.62	1,766,473.73	796,500.00	473,818.38
	BALANCE	CASH IN	CASH OUT	BALANCE		
Cash Transfers						
913 09410 Fund Balance	1,909,778.92		(252,342.73)	1,704,309.96		
912 09410 Fund Balance	130,443.20	252,342.73		62,163.77		
TOTAL CASH 09410 FUNDS	2,040,222.12			1,766,473.73		

Annual FY22 Rider to DVS-VSF MOU
December 9, 2021

1. The Memorandum of Understanding (MOU) between the Virginia Department of Veterans Services (VDVS) and the Virginia Veterans Services Foundation (VVSF) augments the provisions of the Code of Virginia §2.2-2000 et seq., §2.2-2715 et seq. This Rider to the MOU section 2.C supplements the Appropriation Act allotment of \$160,000.00 to VVSF for services provided to the Foundation by DVS.

2. This Rider is based on the premise that the VDVS – VVSF team must strive to maximize return on the allotment to resource services for effective mutual support. Both agencies recognize that the \$160,000.00 was appropriated in the state GF budget for fiscal year 2022 (FY22) and was based on a reasonable amount for current required services. While this allotment is a set amount, VVSF costs that exceed this amount cannot be absorbed by VDVS; if this is forecast to occur, then both agencies may request additional funding through the state budget process. The VVSF Executive Director and the VDVS Chief Financial Officer will review this amount periodically (at least semi-annually) to ensure it remains a reasonable amount.

3. The allocation of funds for Fiscal Year 2022 (FY22) is set forth in the attachment (VVSF to VDVS General Fund Allocation for FY22) based on the following criteria:

- A. The amounts allocated to personnel for their services are based on the hourly median salary for the position without fringe benefits, unless an individual is employed more than 72.5% of the time in VVSF business.
- B. The cost of equipment, supplies, and other support shall be based on a share of the charges incurred by VDVS as assessed by other supporting state agencies (e.g., VITA, DGS, DOA) and state rates for travel and lodging.
- C. The VDVS Communications office will provide services as requested by VVSF based on the allocated funds designated for marketing, outreach, public relations, and fundraising to raise awareness of VVSF’s mission and the importance of the supplemental funding VVSF provides to support the various VDVS programs and services across the Commonwealth. If VDVS and VVSF agree that VDVS is not able to render the requested services, VVSF may use the funds allocated for marketing, outreach, public relations, and fundraising to contract with outside vendors to perform the services.
- D. Website support provided by VDVS Communications Office and/or by the VDVS Chief Technology Officer is based on availability of funds allocated and services needed. If VDVS and VVSF agree that VDVS is not able to render the requested services, VVSF may use the funds allocated for marketing, outreach, public relations, and fundraising to obtain outside vendors to perform the services.
- E. Donor relations are the responsibility of VVSF. All donation requests, questions and discussions will be referred to and/or generated by VVSF. To the maximum extent practical, VDVS will notify VVSF Executive Director of and/or include VVSF Executive Director in communications with donors that are related to programmatic topics.
- F. VDVS CFO/VVSF Treasurer will meet with the VVSF Executive Director no later than March 31th of the fiscal year to begin reviewing the current balance of the account. It is understood that the data needed to accurately evaluate the balance may not be available until April.

4. VVSF shall reimburse VDVS semiannually in July and January in the amount of \$70,000.00 for each six month period and use the residual of \$20,000 during May or June for reconciliation of costs agreed upon by VDVS CFO/VVFS Treasurer and VVSF Executive Director.

5. This Rider and the attached Annual Allocation of Funds shall be reviewed annually during May for the next fiscal year and approved by both VVSF and VDVS at the VVSF June quarterly meeting.

John Maxwell, Commissioner
Virginia Department of Veterans Services

Date

John Lesinski, Chairman
Veterans Services Foundation Board of Trustees
as ratified by the Board

Date

Working Documents	Strategic Plan	Effective: 12.9.21
		Revised: 10.16.21

VIRGINIA VETERANS SERVICES FOUNDATION

Strategic Plan

1.1 Mission

- A. **Assigned Mission:** VSF shall raise revenue from all sources, administer the Veterans Services Fund (the Fund), and provide funds for veterans' services and programs in Virginia.
- B. **Mission Statement:** Our Veterans served us, now it's our turn to serve them.

1.2 Vision

The Foundation's vision is to provide a vibrant, growing, and responsible philanthropic organization, supporting the Commonwealth in being viewed as among the best states in the nation for support of veterans and their families.

1.3 Values

- A. **Vision and Leadership** – the ability to see the big picture and the courage to set direction to achieve the Foundation's mission and pursue its vision.
- B. **Stewardship** – the integrity to serve the interests and pursue the Foundation's goals, as well as the interests of the public and intended Foundation beneficiaries.
- C. **Diligence** – dedication and commitment to fulfilling the Foundation's vision, mission, goals, and objectives.
- D. **Knowledge** – ongoing pursuit of learning to understand the Foundation's constituents, and practice operational, organization, and managerial acuteness
- E. **Collegiality** – having the sincere desire and respectful attitude toward constituents and colleagues views

1.4 Key Stakeholders

- A. Virginia Department of Veteran Services
- B. Virginia Veteran Services Foundation
- C. Veteran Service Organizations
- D. Military Veterans and their families

1.5 Foundation Mandate

The Virginia Veterans Services Foundation aims to raise and provide supplemental funds to veterans and their families in need or in crisis.

Working Documents	Strategic Plan	Effective: 12.9.21
		Revised: 10.16.21

1.7 Situational Analysis (SWOT)

- A. Strengths
 - a. Close relationship with DVS and their programs
 - b. Diverse Board of Trustees
- B. Weaknesses
 - a. Small full-time staff with limited access
 - b. Little brand recognition
- C. Opportunities
 - a. Ability to show use of funds
 - b. Funds cannot be used for administrative costs
- D. Threats
 - a. Competition with other veteran foundations
 - b. Competition with other area wide foundations

1.8 Strategic Priorities and Strategies

Priorities	Strategies
Fund Growth	Increase net amount of funds raised Identify potential new donors Sustain donor relationships
Fund Stability	Balance internal income and expenses to assure 100 percent self-sustaining support to veteran programs. Create a dedicated, reliable public funding stream
Community Building	Increase amounts of funds going to programs/services Increase third-party fundraising partnerships
Customer Satisfaction	Foundation recognition with ease of contributing Ensure donor funds are expended expeditiously for the purpose the donation was made
Veterans' Satisfaction	Foundation acceptance and confidence building Develop an outreach and public relations plan
Market Growth	Programs that veterans and other customers care about and that will improve the community Define specific ongoing programs and events for veterans Leverage Board Member locations for events and market synergies Partner with local VSO, charities, government for opportunities
Customer Retention	Provision of information on results, quality, timely service

Working Documents	Strategic Plan	Effective: 12.9.21
		Revised: 10.16.21

Communication Strategy	Maintain a Foundation Website Create and maintain a social media presence
Performance Budgeting	Develop measures to evaluate quality DVS programs Identify needs and priorities of DVS programs
Internal Processes	Improve key internal processes in the following areas: Fund Oversight, Management, and Distribution Fund Raising Event Processing Community Building Information Processing and Communications Volunteer and Staff Development Customer/Veterans Service Interagency Communications Adopt VSF policies and procedures as needed Foster internal relations with DVS boards & staff Identify VSF staff support needs to carryout tasks Staff and board procedures Establish fundraising objectives for Board Members
Results	Develop a consistent process for evaluating services Define and measure success

Veterans Services Foundation
Schedule of Receipts, Expenditures and Budget, by Activity
For the Month Ended September 30, 2021 (FM03)
FY 2022 Year-To-Date
(Unaudited)

Activity	Fund 09410		Expenditures YTD	Fund 09410 Balance		FY 2022 Budget YTD	FY 2022 Budget Balance YTD
	Balance July 1, 2021 Adjusted	Receipts YTD		September 30, 2021 YTD	FY 2022 Budget YTD		
Virginia Veterans Care Center:							
Indigent Resident Needs	37,192.19	-	-	37,192.19	-	5,000.00	5,000.00
Activities/Carnival Fund	16,512.19	350.00	-	16,862.19	-	10,000.00	10,000.00
Operation Holiday Spirit	107,140.03	-	-	107,140.03	-	25,000.00	25,000.00
Unit Projects & Functions	-	-	-	-	-	2,000.00	2,000.00
Other Donations Restricted	20,603.41	725.00	-	21,328.41	-	-	-
Total VVCC Funds	181,447.82	1,075.00	-	182,522.82	-	42,000.00	42,000.00
Sitter & Barfoot VCC:							
Indigent Resident Needs	6,787.54	-	-	6,787.54	-	4,500.00	4,500.00
Activities Fund	19,221.84	250.00	-	19,471.84	-	16,500.00	16,500.00
Other Donations Restricted	11,603.00	-	-	11,603.00	-	7,000.00	7,000.00
Total SBVCC Funds	37,612.38	250.00	-	37,862.38	-	28,000.00	28,000.00
Cemetery Funds:							
Va Veterans Cemeteries- Other Donations Restricted	842.00	-	-	842.00	-	500.00	500.00
Va Veterans Cemetery--Amelia	9,794.71	425.00	-	10,219.71	-	5,000.00	5,000.00
Memorial Cemetery--Suffolk	21,415.98	150.00	-	21,565.98	-	5,000.00	5,000.00
SW Va Veterans Cemetery--Dublin	23,106.79	200.00	-	23,306.79	-	5,000.00	5,000.00
Total Cemetery Support Funds	55,159.48	775.00	-	55,934.48	-	15,500.00	15,500.00
Virginia Veterans' and Family Support							
Outreach Services	-	-	-	-	-	-	-
Direct Veterans Services	72,965.53	-	72,965.53	-	-	240,000.00	167,034.47
Enabling Veterans Services	-	-	-	-	-	-	-
Homeless Veterans Fund	68,237.20	-	68,237.20	-	-	210,000.00	141,762.80
Operation Family Caregiver Grant	923.99	-	-	923.99	-	-	-
Other Donations Restricted	388,489.89	(6,407.00)	-	382,082.89	-	-	-
Total VVFS Funds	530,616.61	(6,407.00)	141,202.73	383,006.88	-	450,000.00	308,797.27
Benefits Funds:	1,495.52	250.00	-	1,745.52	-	-	-
Veteran Education, Transition and Employment							
V-3 Fund	299,184.41	-	29,500.00	269,684.41	-	111,000.00	81,500.00
Altria Grant	184,095.24	-	62,275.00	121,820.24	-	100,000.00	37,725.00
Women's Summit	20,000.00	-	19,365.00	635.00	-	20,000.00	635.00
VETE Other Donations Restricted	-	-	-	-	-	-	-
Total VETE Funds	503,279.65	-	111,140.00	392,139.65	-	231,000.00	119,860.00
VSF Support Funds:	30,000.00	-	1,848.79	28,151.21	-	30,000.00	28,151.21
VSF Unrestricted Revenue							
Appropriated Funds	172,428.14	-	-	172,428.14	-	-	-
Donor Funds	408,002.08	34,827.82	-	442,829.90	-	-	-
Interest	120,180.44	-	-	120,180.44	-	-	-
Total VSF Unrestricted Revenue	700,610.66	34,827.82	-	735,438.48	-	-	-
Grand Total All 09410 Funds	2,040,222.12	30,770.82	254,191.52	1,816,801.42	-	796,500.00	542,308.48
	BALANCE	CASH IN	CASH OUT	BALANCE			
Cash Transfers							
913 09410 Fund Balance	1,909,778.92	-	(100,506.00)	1,838,194.95			
912 09410 Fund Balance	130,443.20	100,506.00	-	(21,393.53)			
TOTAL CASH 09410 FUNDS	2,040,222.12			1,816,801.42			

From: Tammy Davidson <Tammy.davidson@dvs.virginia.gov>
Sent: Tuesday, November 9, 2021 2:40 PM
To: Walter Stosch <wstosch@stosch.com>; Boughey Karla ydj68567 <karla.boughey@vsf.virginia.gov>
Subject: Foundation Budget Increase Request

After discussion with each of the DVS division directors/Deputy Commissioners, I have determined that if spending goes according to the plan we need to potentially ask DPB for up to \$61,000 in increased appropriation for FY22, bringing the Foundation 0941 appropriated amount to \$857,500 for FY22.

I would propose that we seek permission to request up to \$61,000 from DPB. Following is a break out of increased appropriation needs.

Cemeteries – Increase appropriation by \$31,610. The cemeteries intend to request permission to utilize these funds for Carillons at each of the cemeteries.

VETE – Increase by \$43,210 between the Altria Grant category and the V3 category.

SBVCC intends to expend their entire \$28,000 of budget in FY22.

VVCC said we could have \$14,000 of their budget to split to other areas.

VVFS stated they would be utilizing all of their budget in FY22.

Foundation support may be able to transfer some of their budget elsewhere if we are granted the “carry forward” funds from F21. I spoke with our DPB analyst and we should know whether or not we receive those funds around mid-December.

If we receive the carry forward, then we can request less than the \$61,000 from DPB, which is why I stated we should seek approval for increasing “up to \$61,000”

Will provide a further breakout on spend plans from Cemeteries and VETE later this week, but wanted to get you the “bottom line” info so you could start pondering.

Tammy

Tammy

Tammy L. Davidson
Chief Financial Officer
Department of Veterans Services
James Monroe Building
101 North 14th Street, 17th Floor
Richmond VA, 23219
Phone: 804-225-3561
Fax: 804-786-0302

	A	B	C	D	E	F	G
1	Veterans Services Foundation						
2	High/Low Budgets FY 2022, by Activity						
3	Cash Balances 6/30/21						
4							
5							
6							
7							
8	Activity		FY 2021 Budget YTD	FY 2022 High Budget Proposal	FY22 Low Budget Proposal	Latest Cash Balance 6/30/21	Funds to Move
9							
10	Virginia Veterans Care Center:						
11							
12	Indigent Resident Needs		2,000.00	5,000.00	3,000.00	37,192.19	
13	Activities/Carnival Fund		7,000.00	10,000.00	7,000.00	16,512.19	
14	Operation Holiday Spirit		21,000.00	25,000.00	25,000.00	107,140.03	
15	Unit Projects & Functions		21,500.00	2,000.00	2,000.00	-	2,000.00
16	Other Donations Restricted		10,500.00	0.00	0.00	20,603.41	(2,000.00)
17							
18	Total VVCC Funds		62,000.00	42,000.00	37,000.00	181,447.82	0.00
19							
20	Sitter & Barfoot VCC:						
21							
22	Indigent Resident Needs		1,000.00	4,500.00	2,000.00	6,787.54	
23	Activities Fund		16,500.00	16,500.00	14,000.00	19,221.84	
24	Other Donations Restricted		10,500.00	7,000.00	2,000.00	11,603.00	
25							
26	Total SBVCC Funds		28,000.00	28,000.00	18,000.00	37,612.38	
27							
28	Cemetery Funds:						
29							
30	Va Veterans Cemeteries- Other Donation		500.00	500.00	0.00	842.00	
31	Va Veterans Cemetery--Amelia		5,000.00	5,000.00	0.00	9,794.71	
32	Memorial Cemetery--Suffolk		5,000.00	5,000.00	0.00	21,415.98	
33	SW Va Veterans Cemetery--Dublin		5,000.00	5,000.00	0.00	23,106.79	
34							
35	Total Cemetery Support Funds		15,500.00	15,500.00	0.00	55,159.48	
36							
37	Virginia Veterans' and Family Support						
38							
39	Outreach Services		-	0.00	0.00	-	
40	Direct Veterans Services		240,000.00	240,000.00	170,000.00	-	240,000.00
41	Enabling Veterans Services		-	0.00	0.00	-	
42	Homeless Veterans Fund		210,000.00	210,000.00	210,000.00	58,914.47	151,085.53
43	Operation Family Caregiver Grant		-			923.99	
44	Other Donations Restricted		-			470,778.15	(391,085.53)
45							
46	Total VVFS Funds		450,000.00	450,000.00	380,000.00	530,616.61	0.00
47							
48	Benefits Funds:		1,000.00	0.00	0.00	1,495.52	
49							
50	Veteran Education, Transition and Employmen						
51							
52	V-3 Fund		100,000.00	111,000.00	90,000.00	299,184.41	
53	Altria Grant		90,000.00	100,000.00	85,000.00	184,095.24	
54	Women's Summit		20,000.00	20,000.00	20,000.00	20,000.00	
55	VETE Other Donations Restricted		-			-	
56							

	A	B	C	D	E	F	G
57	Total VETE Funds		210,000.00	231,000.00	195,000.00	503,279.65	
58							
59	VSF Support Funds:		30,000.00	30,000.00	20,000.00	9,107.13	20,292.87
60							
61	VSF Unrestricted Revenue						
62							
63	Appropriated Funds		-			193,321.01	
64	Donor Funds		-			408,002.08	
65	Interest		-			120,180.44	(20,292.87)
66							
67	Total VSF Unrestricted Revenue		-			721,503.53	(20,292.87)
68							
69							
70	Grand Total All 09410 Funds		796,500.00	796,500.00	650,000.00	2,040,222.12	-
71							
72	0913 Balance					1,909,778.92	
73	0913 Balance on deposit with 912					130,443.20	
74							
75						2,040,222.12	



Commonwealth of Virginia Budget to Actual-Cost Center by Account

Report ID: RGL0614
 Layout ID: VGLR0614
 Scope: VGLR0614
 Period En 2022-06-30

Run Date: November 10, 2021
 Run Time: 8:42:05 PM

Business 91300 Veterans Services Foundation
 Cost Cent 0302 VETERANS SVCS FOUNDATION ADMIN

Account	Description	Operational Budget	2022-1	2022-2	2022-3	2022-4	Current Year Expenditures	(Over) Under Operational Budget	% of Budget Remaining
								0.67	
5011110	Employer Retire Contrb-Def Ben	0.00	2,251.88	1,710.00	1,810.10	1,497.18	7,269.16	(7,269.16)	0.00
5011120	Salary Social Securty&Medicare	0.00	1,459.63	929.17	904.81	904.83	4,198.44	(4,198.44)	0.00
5011140	Group Life Insurance	0.00	212.64	162.42	172.38	155.29	702.73	(702.73)	0.00
5011150	Employer Health Ins Premium	0.00	2,911.50	2,568.00	2,568.00	2,568.00	10,615.50	(10,615.50)	0.00
5011160	Retiree Health Ins Cr Premium	0.00	177.71	135.74	144.07	129.79	587.31	(587.31)	0.00
5011170	VSDB & Longterm Disability Ins	0.00	96.78	73.92	78.46	70.69	319.85	(319.85)	0.00
5011230	Salaries, Classified	0.00	19,679.37	12,650.83	12,332.08	12,332.08	56,994.36	(56,994.36)	0.00
5011660	DefContMatch-VRS HybridRetPlan	0.00	42.50	42.50	49.94	156.18	291.12	(291.12)	0.00
5012440	Management Services	0.00	0.00	0.00	70,000.00	0.00	70,000.00	(70,000.00)	0.00
5015410	Agency Service Charges	0.00	0.00	0.00	12.00	0.00	12.00	(12.00)	0.00
5015450	DGS Parking Charges	0.00	49.00	98.00	49.00	49.00	245.00	(245.00)	0.00
	Expenditures	\$357,349.00	\$26,881.01	\$18,370.58	\$88,120.84	\$17,863.04	\$151,235.47	\$206,113.53	57.68%



Commonwealth of Virginia Budget to Actual-Cost Center by Account

Report ID: RGL0614
 Layout ID: VGLR0614
 Scope: VGLR0614
 Period En 2022-06-30

Run Date: November 10, 2021
 Run Time: 8:38:41 PM

Business 91200 Dept of Veterans Services
 Cost Cent 0310 VSF BOARD EXPENSES

Account	Description	Operational Budget	2022-1	2022-2	2022-3	2022-4	Current Year Expenditures	(Over) Under Operational Budget	% of Budget Remaining
5011120	Salary Social Security&Medicare	0.00	97.40	213.32	236.34	220.33	767.39	(767.39)	0.00
5011410	Wages, General	0.00	1,273.32	2,810.64	3,096.64	2,895.03	10,075.63	(10,075.63)	0.00
5012110	Express Services	0.00	14.91	0.00	0.00	0.00	14.91	(14.91)	0.00
5012150	Printing Services	0.00	0.00	2,630.19	36.96	0.00	2,667.15	(2,667.15)	0.00
5012160	Telecom Services (VITA)	0.00	148.88	151.00	151.00	151.00	601.88	(601.88)	0.00
5012170	Telecom Services (Non-State)	0.00	0.00	0.00	306.44	0.00	306.44	(306.44)	0.00
5012440	Management Services	0.00	0.00	0.00	0.00	28,574.01	28,574.01	(28,574.01)	0.00
5012640	Food & Dietary Services	0.00	0.00	0.00	215.57	0.00	215.57	(215.57)	0.00
5012750	Computer Software Maint Svcs	0.00	0.00	0.00	25.00	0.00	25.00	(25.00)	0.00
5012780	VITA It Infrastructure Svc	0.00	0.00	1,337.88	668.94	668.94	2,675.76	(2,675.76)	0.00
5012820	Travel, Personal Vehicle	0.00	0.00	0.00	702.24	0.00	702.24	(702.24)	0.00
5013120	Office Supplies	0.00	0.00	0.00	242.74	0.00	242.74	(242.74)	0.00
5015410	Agency Service Charges	0.00	0.00	0.00	194.32	14.22	208.54	(208.54)	0.00
5015470	Private Vendor Service Charges	0.00	0.00	10.60	0.00	0.19	10.79	(10.79)	0.00
	Expenditures	\$160,000.00	\$1,534.51	\$7,153.63	\$5,876.19	\$32,523.72	\$47,088.05	\$112,911.95	70.57%

VSF-DVS General Fund Allocation				1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total
	FY22 Est %Hrs Per Year	FY22 Est Per Year	Notes/Reccomendations					
FTE= 2080 hrs/yr PT= 1500hrs/yr								
DVS Support								
DVS Part Time P-14								
Max 29 hrs/w	100 %	1500hours	35,524.50	Direct Charge to 310				35,524.50
DVS Administration								
Admin/Receptionist	5%	104 hours	2,240.35	560.09	560.09	560.09	560.09	2,240.35
Executive Admin	2%	42 hours	1,318.18	329.55	329.55	329.55	329.55	1,318.18
DVS Communications								0.00
Communications Director	5%	104 hours	4,713.93	1,178.48	1,178.48	1,178.48	1,178.48	4,713.93
Asst. Communication Director	5%	104 hours	3,646.26	911.57	911.57	911.57	911.57	3,646.26
Direct Targeted Marketing- donor contact, awareness, fundraising support			7,270.30	1,817.58	1,817.58	1,817.58	1,817.58	7,270.30
VSF ED and DVS Communications Director to mutually agree on expectations								
DVS HR								0.00
HR Personnel	2%	42 hours	1,951.00	487.75	487.75	487.75	487.75	1,951.00
DVS Finance								0.00
DVS CFO	15%	312 hours	19,171.14	4,792.79	4,792.79	4,792.79	4,792.79	19,171.14
Income and Expenditure Tracking	50%	1040 hours	35,935.00	8,983.75	8,983.75	8,983.75	8,983.75	35,935.00
Donation AR&AP in CARDINAL	15%	226 hours	10,780.50	2,695.13	2,695.13	2,695.13	2,695.13	10,780.50
Asst. Finance Mgmt, Deposits & Verification	15%	226 hours	4,725.00	1,181.25	1,181.25	1,181.25	1,181.25	4,725.00
Purchasing	2%	42 hours	1,448.00	362.00	362.00	362.00	362.00	1,448.00
Payroll	2%	42 hours	1,437.00	359.25	359.25	359.25	359.25	1,437.00
DVS IT								0.00
IT Personnel	2%	42 hours	2,040.00	510.00	510.00	510.00	510.00	2,040.00
Equipment, Supplies, Support (including VITA Share)								0.00
VITA equipment		10,044.00	3 emails, 2 desk phones, 1 cell phone, 1 mifi, 3 laptops	Direct Charge to 310				10,044.00
Office Supplies/Support		3,000.00		750.00	750.00	750.00	750.00	3,000.00
Rent		3,654.84		3,654.84	0	0	0	3,654.84
PB, CARDINAL, PMIS Charges		100.00		Direct Charge to 310				100.00
Trustess Meeting, Travel, Lodging per year		11,000.00		Direct Charge to 310				11,000.00
MAX TOTAL		160,000.00		28,574.01	24,919.17	24,919.17	24,919.17	160,000.00