

Veterans Services Foundation Board of Trustees
Meeting Minutes
September 9, 2021

A meeting of the Veterans Services Foundation (VSF) Board of Trustees was held on September 9, 2021. The meeting was called to order at 12:42PM.

TRUSTEES PRESENT

- Robin Beres, *Development Committee Chair*
- Paula Buckley
- Nicole Carry
- Kathleen Jabs, *Acting Secretary of Veterans and Defense Affairs, joined at 1:09PM*
- Jack Lanier, *P&P Committee Chair*
- John Lesinski, *VSF Chairman*
- Laura Schmiegel,
- Walter Stosch, *Finance Committee Chair*
- Bruce Waxman
- Denice Williams, *Acting JLC Chairman*
- Valerie Zimmerman

TRUSTEES ABSENT

- Lettie Bien
- Allan Burke
- Kyle Craig
- Paul Haughton
- Philip Jones
- Jarris Taylor, Jr.

VSF STAFF PRESENT

- Karla Boughey, *VSF Executive Director*
- James McCue, *VSF Operations Manager*

DVS STAFF PRESENT

- Tammy Davidson, *VSF Treasurer, DVS CFO*
- Glendalyn Glover, *Administrative Assistant*
- Mike Henshaw, *Cemetery Director*
- Patrice Jones, *Education Workforce Manager*
- Matt Leslie, *Deputy Director VVFS*
- John Maxwell, *Commissioner*
- Jordan Stewart, *Foundation Support*
- April Wiley, *Cemeteries Foreman*

OFFICE OF THE ATTORNEY GENERAL

- Liz Myers

GUESTS PRESENT

Materials Attached

- **Attachment 1-** Agenda
- **Attachment 2-** Chairman's Report
- **Attachment 3 -**DVS Commissioner's Report
- **Attachment 4 –** Cemeteries Presentation
- **Attachment 5-** BVS Report
- **Attachment 6 -** JLC Report
- **Attachment 7 -** Executive Directors Report
- **Attachment 8 -** Committee Chair Nominations/ Future Meeting Dates
- **Attachment 9 -** Procedures and Policies Committee Documents
- **Attachment 10-** Finance Committee Documents
- **Attachment 11 –** 4th Quarter Financials

Opening and Pledge of Allegiance

Board Chair John Lesinski called the meeting to order 12:42PM. He then led the group in reciting the Pledge of Allegiance.

Roll Call of Trustees and Quorum Determination

A roll call was conducted, and a quorum was established.

Introduction of Staff and Visitors

Board Chair Lesinski welcomed Trustees and guests. The Trustees each introduced themselves.

Approval of Agenda (Attachment 1) and Minutes from the June 10, 2021 Meeting

Dr. Jack Lanier moved to approve the agenda. Ms. Valerie Zimmerman seconded the motion. The motion passed unanimously. Ms. Valerie Zimmerman moved to approve the minutes from the June 10, 2021 meeting. Ms. Robin Beres seconded the motion. The motion passed unanimously.

PRESENTATIONS

Chairman's Report (Attachment 2)

Board Chair Lesinski gave a brief presentation (attached). This included the return of several in person fundraising events, the need to identify and solicit more donors, outreach through the DVS Newsletter, and the Pitch Packet for potential upcoming Veteran's Day events.

DVS Commissioner's Report (Attachment 3)

Commissioner Maxwell gave a brief report and allowed Mr. Matt Leslie, VVFS Deputy Director, Mr. Leslie noted the Governor signed protections to the eviction moratorium through June 2022. They are also receiving funds from Rent Relief Program through the ARPA funding. DVS VVFS is working with DHCD to provide housing assistance to those in need. Senator Stosch asked if the Department could claim that there are no unserved veterans in Virginia. Mr. Leslie answered that there has not been an increase in unserved vets but the data was challenging to get because it is categorized by sheltered and unsheltered veterans. Service providers are also experiencing a lack of staff.

Mr. Mike Henshaw, Cemeteries Director and Ms. April Wiley, Cemeteries Foreman gave a presentation (**Attachment 4**) on their two initiatives, the carillons and the Honor Squad. The presentation is attached. Their goal is for 100% of veterans to have military honors at their funeral should they request them. Ms. Valerie Zimmerman asked if they tried recruiting personnel from the ROTC programs at the universities near the cemeteries. They have not because they do not believe the time commitment required would be feasible for a college student. Senator Stosch asked Mr. Henshaw if he expected VSF to raise funds for the Honor Squad

initiative, Mr. Henshaw does. Senator Stosch noted this would be more appropriate for the FY23 budget and that this was the perfect opportunity for the Development Committee to create a fundraising plan. Executive Director Boughey asked if there had been any discussion about the building or the car? Mr. Henshaw replied that they would have to go through permitting at DGS for the building and that ideally the car would be donated.

REPORTS

Board of Veterans Services (Attachment 5)

Ms. Michael Dick was unable to attend the meeting but submitted the attached report.

Joint Leadership Council, Acting Chair Denice Williams (Attachment 6)

Ms. Denice Williams gave the report on behalf of JLC. The report is attached. Ms. Williams noted this is Council just met prior to the VSF meeting.

Virginia Veterans Services Foundation, Executive Director Boughey (Attachment 7)

Executive Director, Karla Boughey's report is attached. It primarily compared the donation totals for this year, last year and 2019. She noted the loss of several substantial corporate donors, but that the Development Committee has some promising leads. Mr. Bruce Waxman asked why someone of the categories on Executive Director Boughey's report had a zero balance and why they were kept there is they had a zero balance. VSF Treasurer Tammy Davidson answered that she worked with Executive Director Boughey in previous years to get those accounts to zero and they remain on the report because they have not been taken off.

Committee Chair Nominations, Assistant Committee Chair Nominations, Proposed 2022 Meeting Dates (Attachment 8)

The respective reports are attached. There is a pen change to the Development Committee Nominations; Ms. Laura Schmiegel will serve as Development Committee Chair and Mr. Allan Burke will serve as Assistant Committee Chair. The proposed meeting dates for 2022 are March 24, 2022, June 9, 2022, September 8, 2022 and December 8, 2022.

Development Committee, Robin Beres

Development Committee Chair Beres reported that the Committee has not met since the last full Board meeting, but has been working hard on numerous initiatives. While donations are down across the majority of nonprofits, we are hopeful through the good work of the Committee we will be able to garner more support and funding in FY22.

We are currently following several leads on corporate donors, thank you to Laura Schmiegel for spearheading several of these. Thank you to Philip Jones for making a connection on a possible corporate donor.

We recently received a \$5,000 contribution from Rosie's Gaming Emporium and we able to participate in their community day. This was an increase from their \$2,500 donation last year. We look forward to continuing a relationship with them in the future.

More in person events are returning and with that comes opportunities for Board Members to represent the Foundation and for the Foundation to bring in more contributions. Nicole Carry was able to represent VSF through a taping for the 2021 Virginia Military and Veterans Affairs Conference. Laura Schmiegel also represented VSF through a military spouse employment panel at the 2021 Virginia Military and Veterans Affairs Conference.

We have also been working to highlight our loyal and generous donors like GStek, George C. Marshall Chapter of MOAA, and the Pretty Real Estate Group in the DVS Newsletters. Those are sent out monthly and have featured a different donor each month.

September 9, 2021 VSF Board of Trustees Meeting Minutes.

Lastly, our big Veterans Day mailer is scheduled to be sent this year as it has been in years past. This is a great way for the Foundation to remain engaged in the donor base. Last year we sent about 4,500 direct mail solicitations and plan to do the same this year. James has also created a pitch packet to be used for groups that are interested in hosting a Veterans Day event.

Finance Committee, Walter Stosch (Attachment 10)

The Finance Committee (FICOM) met on May 25, 2021 and met jointly with the Procedures and Policies Committee (P&P) on August 31, 2021.

The meetings reviewed the following information:

FY22 VSF to DVS GF allocation, which is the allocation delineated in the MOU Rider. This represents the amount of GFs appropriated by the General Assembly to enable VSF to reimburse DVS for those support services required by state statute. As of today's meeting, the language of the MOU Rider is still being reviewed by the P&P Committee along with the leadership of our Chairman. The FICOM has had an opportunity to review the allocation.

FY22 High Low Budget, this is the annual proposal by the DVS for their spending priorities for the FY22 year. This document serves as a guideline for fund raising targets and spending priorities in a high/low format. Although the amounts of future donations are uncertain, the Foundation has sufficient resources to honor DVS' request and the FICOM recommends adoption of the High Budget. The Foundation has \$1.9 million with a \$650,000 low request and \$796,500 high request and has the resources to approve either request.

General Fund Budget Requests and Expenditures for FY23 and FY24: Currently, the General Fund appropriation is insufficient to support the cost of the salaries of both FTEs with benefits. The one-time solution will be to use funds from the non-general fund interest earned account to cover the shortfall, an action recommended by the FICOM. This is not a sustainable long-term plan, so we must petition the General Assembly for an additional General Fund Appropriation, known as a Decision Package.

General Fund Monthly report, There were some expenditures of GFs made last fiscal year of which the FICOM nor the Board had an opportunity to approve. In the future the DVS Treasurer will provide the Board (by way of the ED) a monthly report on the General Fund account to permit the Board's oversight and to prevent any reversion. Such a monthly report is currently provided for Non General Fund accounts.

Procedures and Policy Committee, Jack Lanier (Attachment 9)

At the July meeting, the Committee updated the Goals and Objectives for FY22. The Committee also reviewed and addressed changes to Policies F2.13, Sections D-F and Policy J14 to eliminate duplicate language and address approval authority of the Executive Director. The Committee also changed the biennial schedule to maximize efficiency. Additionally, the Committee decided to create a new category of documents, unofficially called working documents. This category will include a new biennial schedule (currently in Policies 4 and 14), MOU/Rider (currently in Policy 1), Goals and Objectives (currently in Policy 4), and the Strategic Plan. This new category will allow these ever-evolving documents to be edited as necessary without having to go through multiple committees as they have previously. The strategic plan is currently being updated by VSF staff with the help of the P&P Committee.

FY21 Fourth Quarter Financial Report, Tammy Davidson (Attachment 11)

Ms. Davidson noted that as of June 31, 2021 the Foundation received \$446,372.43 in donations and spent \$334,872.40 leaving an excess of \$111,500.03. The report is attached.

UNFINISHED BUSINESS

Update on anticipated VDVS FY22 budget revisions, Tammy Davidson

September 9, 2021 VSF Board of Trustees Meeting Minutes.

Ms. Davidson reported that no revisions were needed at this time because the Trustees had already approved the high version of the high/low budget.

Proposed FY23/24 GF Budget Request, Tammy Davidson

The General Fund allocation is only enough to fully support the Executive Director's salary and benefits. With the new FTE there is a deficit of approximately \$18,515.57. For this year the difference can be made up from the interest on the Non General Fund account. However, this means that VSF will need to request a higher General Fund appropriation to fully fund both FTE's salary and benefits.

Proposed FY22 VSF/DVS MOU/Rider, Jack Lanier

At the August 31 joint meeting with the Finance Committee, the P&P Committee addressed the MOU/Rider provisions. It was determined that the MOU/Rider was not sufficiently ready to be recommended to the Full VSF Board for approval. The P&P Committee plans to have the MOU/Rider ready for approval at the December 9, 2021 meeting.

Other Unfinished Business

None

NEW BUSINESS

Approval of Committee Chairs, Assistant Committee Chairs and 2022 Meeting Dates

Dr. Jack Lanier moved to approve the Committee Chairs, Assistant Committee Chairs, and 2022 Meeting Dates. Ms. Robin Beres seconded the motion. The motion passed unanimously.

Approval of Finance Committee Recommendations

Senator Stosch moved to approve the transfer of \$18,515.57 Non-General Fund Interest account to the General Fund to cover the salary deficit and to approve submission of the budget decision packet. Ms. Paula Buckley seconded the motion. The motion passed unanimously.

Approval of Procedures and Policies Committee Recommendation,

Dr. Jack Lanier moved to approve FY 22 Goals and Objectives, Policy F2.13, Policy J14.6, revisions to the current biennial schedule, and to create a new grouping of working documents to include the Goals and Objectives, MOU/Rider, biennial schedule and the strategic plan. Senator Stosch seconded the motion. The motion passed unanimously.

Approval of FY21 4th Quarter Financial Report

Senator Stosch moved to approve the FY21 4th Quarter Financial Report. Dr. Jack Lanier seconded the motion. The motion passed unanimously.

Other New Business

There was no other new business.

PUBLIC COMMENT PERIOD

There were no comments.

Adjournment

The meeting adjourned at 2:41PM

Veterans Services Foundation Board of Trustees Meeting Agenda
Virginia War Memorial
September 9, 2021
12:30 PM – 2:30 PM
John Lesinski, Chairman

- 1. Opening and Pledge of Allegiance, Roll Call of Trustees, Quorum Determination, Introduction of Visitors, Approval of Agenda:** John Lesinski, *Board Chair* (5 minutes)
- 2. Review and Approval of June 10, 202 Board of Trustees Electronic Meeting Minutes:** *Board Chair* (5 minutes)
- 3. Presentations:** (30 minutes)
 - a. Chairman's Report: *Board Chair* (10 minutes)
 - b. VDVS Program Updates: VDVS Cemeteries and VVFS, *John Maxwell, VDVS Commissioner* (20 minutes)
- 4. Reports:** (50 minutes)
 - a. Board of Veterans Services: *Michael Dick, Chair* (5 minutes)
 - b. JLC: *Denise Williams, Acting Chair* (5 minutes)
 - c. Department of Veterans Services: *John Maxwell, DVS Commissioner* (5 minutes)
 - d. Foundation Executive Director: *Karla Boughey* (5 minutes)
 - e. Board Chair: Committee Chair and Assistant Chair nominations, Proposed 2022 Meeting Dates: *Board Chair* (5 minutes)
 - f. Development Committee Report: *Robin Beres, Chair* (5 minutes)
 - g. Finance Committee Report: Committee Recommendations, *Walter Stosch, Chair* (10 minutes)
 - h. Procedures and Policies Committee Report: Committee Recommendations, *Jack Lanier, Chair* (10 minutes)
 - i. Review of FY21 Fourth Quarter Financial Report: *Tammy Davidson, VSF Treasurer, DVS CFO* (5 minutes)
- 5. Unfinished Business:** (10 minutes)
 - a. Update on anticipated VDVS Revisions FY22 Budget: *Tammy Davidson*
 - b. Proposed FY23 FY24 GF Budget Request: *Tammy Davidson*
 - c. Proposed FY 22 VVSF-VDVS MOU Rider: *Jack Lanier*
 - d. Other Unfinished Business: *Board Chair*
- 6. New Business:** (15 minutes)
 - a. Approval of Committee Chairs and Assistant Chairs and 2022 Meeting Dates: *Board Chair*
 - b. Approval of Development Committee Recommendations, if required: *Board Chair*
 - c. Approval of Finance Committee Recommendations: *Board Chair*
 - d. Approval of Procedures and Policies Committee Recommendations: *Board Chair*
 - e. Approval of 4th Quarter Financial Report: *Board Chair*
 - f. Approval of Proposed FY23 FY24 GF Budget Request: *Board Chair*
 - g. Other New Business: *Board Chair*
- 7. Public Comment** (5 minutes)
- 8. Adjournment**

Next Board Meeting: December 9, 2021
Richmond Times Dispatch, 8460 Times Dispatch Boulevard, Mechanicsville, Virginia 23116



FY21 In Review



In FY21 several in person fundraising events were able to be held. They included:

www.virginiaveteransservicesfoundation.org

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FY21 In Review continued



In FY21 the Foundation received support from numerous corporate sponsors. They included:

- Sentara Healthcare to support the Virginia Veterans and Family Support Program (\$150,000)
- Dominion Energy Charity Classic, and unrestricted donation to cover unmet needs of Virginia's veterans. The upcoming tournament is October 22-24 at the Country Club of Virginia.
- VSF staff and the Development Committee are working to secure these donors for FY22

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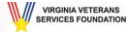
FY22 Events



- **August 11th:** Community Day at Colonial Downs New Kent
- **September 10th:** George C. Marshall MOAA Golf Tournament
- **Friday, September 17th:** Knights of Columbus Assembly 3349 Golf Tournament

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Thank You for your Generosity



George C Marshall MOAA presented the Foundation a check in support of the Virginia Veterans and Family Support Program. Senior Advisor, Resource Specialist with VVFS Jeff and Jean Levesque, VVFS Chairman accepted the donation.

The Virginia Veterans Services Foundation (VVFS) would like to thank all of our donors who supported our veterans and their families in 2020. This was a year filled with unexpected hardships that affected the entire world. Their gifts are a testament to the generosity of the human spirit during crisis situations.

As you may know, 100% of all contributions made to VVFS support direct services for our veterans and their families through programs offered by the Department of Veterans Services (DVS). Every donation to VVFS enables the Commonwealth to provide levels of needed assistance beyond that which is available through state and/or federal funding.

VVFS is honored to partner with many organizations and individuals who have faithfully given for many years. Their continued support and dedication is highly valued and greatly appreciated. www.vvfs.org December

VVFS received substantial donations from longtime supporters along with new donors. These funds will go far in helping to provide the necessary services to those who have served our nation and our Commonwealth. VVFS would like to recognize the following:

- AMVETS POST NO. 5, in memory of Commander Sheets
- Dr. Douglas Cox and Cox Chiropractic Clinic
- George C. Marshall MOAA Chapter
- GSitek, Inc.
- Pretty Real Estate
- Stephen and Mary Robinson

Thank you to the DVS team who work diligently with our communities throughout Virginia to assist our veterans with the services and resources needed. The relationship with DVS is evidence of what can be accomplished when we come together to build a supportive network for our Virginia veterans.

To learn more about the Virginia Veterans Services Foundation and how it assists Virginia veterans and their families, please visit www.vvfs.org.

www.virginiaveteransservicesfoundation.org



Chesapeake Company Helps Virginia Veterans Services Foundation by Hosting Charity Golf Tournament



GSitek founder and CEO Gene Strother

Since 2014, GSitek has partnered with the Virginia Veterans Services Foundation (VVFS) to host an annual golf tournament benefiting the Virginia Veterans and Family Support (VVSF) program. Thanks to GSitek's continued support and very generous funding, the lives of many veterans and their families have been changed through the services provided by the VVFS statewide program.

GSitek, Inc. is a Service-Disabled Veteran-Owned Small Business (SDVOSB) founded in 1992 as a diversified engineering and technical services company. Their corporate headquarters is located in Chesapeake, Virginia. GSitek currently employs 52 "Physically Class" veterans, which represents approximately 1/3 of their work force. The company serves both government and commercial sectors specializing in providing telecommunications and information technology services.

The annual GSitek Golf Tournament is organized and hosted by GSitek founder and CEO Gene Strother, who served on active duty in the US Navy for 28 years. His Navy career field was communications, which led him to founding GSitek when he transitioned to civilian life. Regarding his time on active duty, Strother proudly says, "I enjoyed every minute of it."

Strother started the GSitek Golf Tournament several years ago. In the past, he has supported other nonprofits, but is now firmly committed to supporting the VVSF program. When asked why GSitek has made this commitment to serving veterans, Strother replies, "It is our belief that our veterans should be well taken care of. Many of them have paid the ultimate price, and we strongly support the role of the Foundation and VVFS in their endeavors to support our veterans and their families."

This year's 25th annual tournament is scheduled for Friday, May 14, 2021 in Chesapeake.

The Virginia Veterans Services Foundation provides supplemental funding when government resources are not available for programs and services offered through Virginia Department of Veterans Services. In FY (fiscal year) 2020, funding provided by the Foundation to the VVSF program, assisted 156 Virginia veterans with financial assistance for behavioral health services and 186 veterans' facing homelessness the resources needed to secure stable housing.

Community partners such as GSitek are essential to raise the revenue needed to help support critical services for our Virginia veterans and to create more public awareness that programs such as VVSF are available.

To learn more about the 25th Annual GSitek Golf Tournament and the Virginia Veterans Services Foundation, please visit www.virginiaveteransservicesfoundation.org or contact Executive Director Karla Boughay at karla.boughay@vdv.virginia.gov or (804) 225-4748.

www.virginiaveteransservicesfoundation.org



- Approximately 600 combined veterans and military-spouses attend Reynolds and Tyler Community Colleges and utilize GI Bill® and Post 9/11 entitlements. The VCCS current loaner program is not enough to support the continued demand to accommodate the current enrollment needs.
- Funding through the Altria grant allowed a partnership between the Virginia Community College System and Tech 4 Troops.
- 125 laptops have been distributed so far.
- 100 more laptops are set to be distributed beginning on September 29, 2021

www.virginiaveteransservicesfoundation.org



- The Women's Veterans Summit (June 2021)
 - VSF supported part of the cost of the event
- Virginia Veterans and Military Affairs Conference & V3 Awards (September 2021)
 - VSF supported part of the cost of the event
 - Nicole Carry participated in the pre recording of the program to give remarks on behalf of the Foundation
 - Laura Schmiegel participated in the pre recording of the program on the Military Spouse Employment panel
 - The recording will be aired on September 15, 2021

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Pitch Packet



Host a Veterans Day Event

Host a Veterans Day Event

Host a Veterans Day Event

Host a Veterans Day Event

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Pitch Packet Continued



1. Type of Event and Event Name/Title: _____

2. Name of the Sponsoring Organization and Mailing Address: _____

3. Sponsoring Organization's Authority (e.g., Incorporated in Virginia, 501 (c) (3) Corporation, etc.): _____

4. Date and Time of the Event: _____

5. Location of the Event (Facility Name and Street Address): _____

6. Point of Contact for Event: _____

7. Is the Event open to the public? _____

8. Websites on which event will be posted: _____

9. What percent of the net proceeds, less expenses, will be donated? _____

10. Other Information Considered Appropriate: _____

1. Form a Planning Committee

2. Select a Date or Dates

3. Choose an event or promotion that fits your interests or business and fits in your community.

4. Decide what percent of the net proceeds will be donated

5. Develop a marketing and publicity strategy with your Planning Committee

6. How you are ready to get started!

7. Once the Funding Registration Form is submitted, the Foundation will contact you to discuss that details.

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QUESTIONS?

www.virginiaVeteransServicesFoundation.org

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COMMONWEALTH of VIRGINIA

Department of Veterans Services

John Maxwell
Commissioner

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

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

On August 25, Ms. Jasmine Scott joined the VDVS team as the new Women Veterans Program Assistant Manager. Ms. Scott is a US Army veteran and former Logistics Officer. She will increase the agency's bandwidth to reach women veterans, build support and enhance access to services.

We are also looking forward to further enhancing services to the military family with the onboarding of the Military Spouse Liaison on September 10, 2021. The Military Spouse Liaison will conduct outreach and advocacy on behalf of military spouses in the Commonwealth.

The Virginia Veteran and Family Support (VVFS) program has seen a steady uptick in the past few months in requests for security deposits and first month's rent, funding for which comes from the Veterans Services Foundation (VSF) Homeless Fund. In addition, the Supportive Services for Veterans Families providers needed significant funds for hotel stays due to shortage of shelter beds from social distancing requirements; the VSF homeless fund is also helping to fill these gaps. To date, we have assisted 45 veterans with \$44,970 from the homeless fund.

The number of total clients (which captures services to existing/repeat clients) served by VVFS was significantly higher in July 2021 (301) than July 2020 (223). Just over 40% of clients require housing and homeless assistance (41% in June), followed by behavioral health (21%).

The Cemeteries division had another record month in July with 212 interments and is anticipating elevated numbers of interments in FY22. The crypt expansion project at Amelia continues to be six weeks ahead of schedule, with completion expected in early 2022. Renovation projects for the chapel, maintenance building and public restrooms at Amelia are scheduled to begin this month, followed by repairs/additions at the Dublin cemetery. Cemeteries purchased a digital carillon for Amelia which will be installed next month; it will provide patriotic chimes and bugle calls on the half-hour.

VDVS's Virginia Transition Assistance Program (VTAP) played a critical role in providing transition assistance to many of the approximately 20,000 talented service members and their spouses who transition each year and contribute to the economic vitality of Virginia. In an effort to continue to

carry out this important mission, VTAP rebranded into V3 Transition, aligning it more closely with our established and well-known Virginia Values Veterans (V3) Program.

V3 Transition will continue to build on last year's success in which the team provided services to 3,135 Transitioning Service Members (TSMs) and veterans, and reached over 78,000 TSM's through services like the Virginia Welcome Letter and the Transition Connection Newsletter. The Boots 2 Suits (B2S) service, which provides professional clothing to transitioning service members and military spouses, grew substantially from 171 applications in FY20 to 568 applications in FY21. To date in FY22, there are 53 applications, and 792 transitioning service members have used this resource over the past three years. 71% of the 792 transitioning service members that used the Boots 2 Suits services responded they plan to remain in Virginia upon separation.

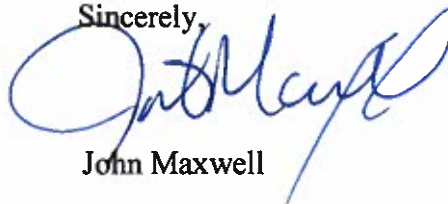
Census at the Virginia Veterans Care Center (VVCC) is approximately 75% and continues to grow slowly. At Sitter & Barfoot Veterans Care Center (SBVCC), census is hovering just under 80%. The SBVCC emergency generator replacement project will be complete in mid-September. Both care centers were awarded USDVA grants for renovation projects to help the care centers prepare for future pandemic response. The projects are in the design stages.

The Jones & Cabacoy Veterans Care Center (Virginia Beach) and Puller Veterans Care Center (Vint Hill, Fauquier County) continue to make progress. The Vint Hill site has had some significant rain events in the past six weeks which slowed construction progress.

The Virginia War Memorial is preparing to host the Commonwealth's Patriot Day ceremony on September 11 at 11 a.m. This ceremony is currently planned as an in-person event.

I consider it a privilege to work with a team that remains passionate and dedicated to providing outstanding service to veterans and their families in a challenging environment. As always, I value the input of each of you and stand ready to answer questions and provide additional details as requested.

Sincerely,



John Maxwell


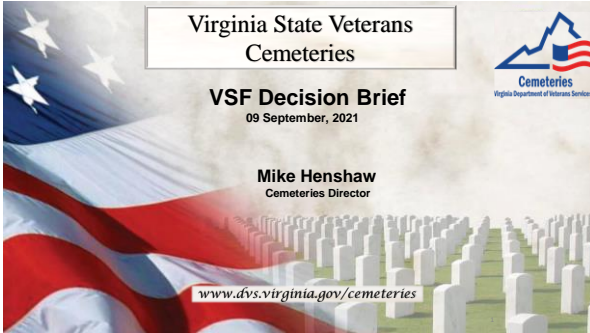
Virginia State Veterans Cemeteries

VSF Decision Brief

09 September, 2021




Mike Henshaw
Cemeteries Director

www.dvs.virginia.gov/cemeteries





Agenda

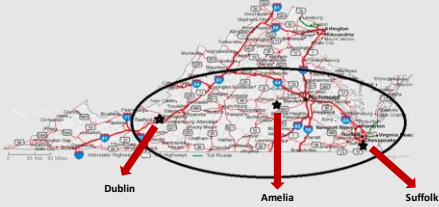

- Carillons:
 - What they are
 - Where they go
 - What they cost
 - What we need
- Honor Squad
 - What they do
 - Why we need them
 - What it costs
 - Long-term sustainment


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Where We Are

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What is a carillon?

A carillon is a musical instrument comprised of at least 23 bells that chime in chromatic sequence allowing you to play music.

- Types of carillons:
 - Bell towers
 - Fixed
 - Swinging
 - Electronic
 - Organ
 - Tapes or rolls
 - Digital
 - No tower or bells
 - Auto-controlled




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Where are carillons used?



There are over 700 carillons currently in use around the world

- > **Churches**
 - > Typically only during services
- > **Universities**
 - > Usually hourly chimes
- > **Cemeteries**
 - > Religious or patriotic chimes
 - > Usually on the hour and half-hour



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What's the cost?



There are 3 options for modern-day cemetery carillons

- > **Carillon towers**
 - > Costs vary from \$100K-\$500K or more
- > **Memorial arches**
 - > \$75K (arch) + \$14K (digital carillon)
- > **Digital carillons**
 - > \$14K including installation
 - > The best option for Virginia's cemeteries



Veterans Memorial Arch - NC State Veterans Cemetery



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What we need?



Both Dublin and Suffolk have enough VSF funds to purchase digital carillons now

- > **Earmarked funds (Suffolk)**
 - > \$16,338.59
 - > -\$14K = \$2,338.59 balance
- > **Earmarked funds (Dublin)**
 - > \$16,390.70
 - > -\$14K = \$2,390.70 balance
- > **Earmarked funds (Amelia)**
 - > \$4,512.24 (future maintenance)



Key Features
 Three bell voices: genuine cast bronze bells, cast bells with brass American bells
 Seven-inch color touch screen



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Suffolk Honor Squad



• What they do


- > Provide rifle volleys for veterans' funerals
- > Conduct "full" military honors
- > Perform community outreach
- > Participate in ceremonies
- > Recruit new members
- > Train with Army P3 program
- > Maintain equipment/weapons




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Suffolk Honor Squad




- Why they're needed
 - Only appx. 10% of veterans receive Full Military Funeral Honors
 - VSOs dissolved/unavailable
 - Large pool of potential volunteers
 - Relatively low startup costs
 - Readily available for ceremonies/events
 - DOD honors unavailable during pandemic




Ft. Sam Houston National Cemetery
Memorial Honor Squad



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Suffolk Honor Squad




- What it costs
 - Transportation: \$25K
 - Housing: \$35K
 - Uniforms: \$4,500
 - Furniture: \$2,000
 - Gun safe: \$1,200
 - Misc./SWAG: \$1,500


Total startup cost: \$69,200




Abraham Lincoln National Cemetery
Memorial Squad




HONOR · DIGNITY · RESPECT · REMEMBRANCE




Suffolk Honor Squad




- Long-term sustainment
 - Expected to generate over \$75K per year through donations
 - Operating cost of appx. \$10K per year
 - Fuel
 - Uniforms
 - Supplies
 - Weapons and ammo provided by the Army Donation Program



Gerald B.H. Solomon Saratoga National
Cemetery Honor Squad



HONOR · DIGNITY · RESPECT · REMEMBRANCE



Questions







HONOR · DIGNITY · RESPECT · REMEMBRANCE





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

COMMONWEALTH OF VIRGINIA BOARD OF VETERANS SERVICES

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

REPORT TO THE VETERANS SERVICES FOUNDATION September 9, 2021

The Board of Veterans Services (BVS) met in person at the Virginia War Memorial on August 25. Due to the pandemic, this was our first in-person meeting since November 2019. Although not every member was able to attend, it was good to be back together again.

During our meeting, VDVS Commissioner John Maxwell provided an operational update and presented a briefing on efforts to achieve the department's strategic priorities. He discussed the Compact with Virginia's Veterans and discussed the lines of effort, within each objective, leading toward established goals. The lines of effort included suicide prevention, technological improvements, capacity to meet increasing numbers of veterans and family members requiring services, agency infrastructure needs, and strategic communication improvements. As a key stakeholder in the VDVS Strategic Plan, the Board will form a working group to assist VDVS in developing metrics to measure agency progress in achieving objectives.

The JLC Acting Chair, Ms. Denice Williams, presented the ten JLC proposed initiatives for consideration and feedback by the Board. Members received the initiatives as read-ahead material and came prepared to offer input. The Board members hailed the initiative related to suicide prevention as a critical effort for the Commonwealth. The Board is also in favor of the recommendation of funding to cover the cost of the spousal burial fee at Virginia state cemeteries. Other input by Board members addressed ways to improve or clarify the recommended actions within the proposals. The Board looks forward to reviewing the final drafts along with the recommended priorities of the adopted initiatives.

Finally, the Board held elections for the position of Chair and Vice-Chair. It is my honor to announce our new Vice Chair, Ms. Thurraya Kent. Ms. Kent is serving in her first term as a Board member. She is a retired Navy Captain and will provide tremendous leadership for the Board. I was also humbled and honored to accept the Board's nomination and vote for continued service as Chairman for my second term. I look forward to working with the JLC to advocate for Virginia's Veterans and their families during the upcoming 2022 General Assembly session.

Respectfully submitted,

Michael Dick
Chairman



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

COMMONWEALTH OF VIRGINIA JOINT LEADERSHIP COUNCIL OF VETERANS SERVICE ORGANIZATIONS

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

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

I would like to take this opportunity to introduce myself as Acting Chair for the Joint Leadership Council of Veterans Service Organizations (the JLC). I represent the Disabled American Veterans (DAV). I have been a member of the JLC since 2018. I am a retired Marine Corps officer, having served 30 years.

The JLC met in person on July 14 at the Virginia War Memorial. This was our first in-person meeting since last year. We had an opportunity to thank Chairman Bill Ashton for his dedicated service to the JLC and for his leadership as Chairman.


During our July meeting, we received a briefing by Commissioner Maxwell on the lines of efforts supporting his strategic priorities and the objectives for achieving the goals in support of the Compact with Virginia's Veterans. We also received reports from the Board of Veterans Services (BVS) and Veterans Service Foundation (VSF).

At the July 14 meeting, JLC members presented ten proposed initiatives for the 2022 General Assembly Session. The proposed initiatives (as of July 23, 2021) are posted on the JLC webpage here: <https://www.dvs.virginia.gov/dvs/joint-leadership-council-veterans-service-organizations-2>.

On August 25, I presented the proposed initiatives to the BVS for review and discussion, and received very productive feedback from the Board members. This will help us prepare for our September 9 meeting, during which we will vote on final adoption and ranking. Approved JLC 2022 initiatives will be submitted to the Governor (through VDVS and the Secretary of Veterans and Defense Affairs) and to the General Assembly for consideration.

The appointment (or reappointment) of several JLC members is still pending as of September 9, so we will have to push the election of a new Chairman and Vice Chairman to our December meeting. Until then, it 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 6

	A	B	C	D	E	F	G	H
1								
2	VSF Income & Expense Comparison JUNE (FM12)							
3								
4		June 30, 2021	June 30, 2020	June 30, 2019	June 30, 2018	June 30, 2017	June 30, 2016	June 30, 2015
5								
6	Total Fund Balance	#####	#####	#####	#####	#####	#####	#####
7								
8	INCOME	\$ 446,372.43	\$ 652,536.59	\$ 636,935.53	\$ 545,202.15	\$ 603,775.97	\$ 682,216.40	\$ 595,262.75
9	EXPENDITURES	\$ 334,872.40	\$ 359,169.22	\$ 621,801.42	\$ 478,323.75	\$ 578,052.10	\$ 437,840.07	\$ 312,999.06
10								
11	Excess of Income over Expenditures	\$ 111,500.03	\$ 293,367.37	\$ 15,134.11	\$ 66,878.40	\$ 25,723.87	\$ 244,376.33	\$ 282,263.69
12								
13	Remaining Fund Balances By Activity:							
14	VVCC	\$ 181,447.82	\$ 171,488.20	\$ 155,612.28	\$ 145,015.35	\$ 126,009.15	\$ 175,285.92	\$ 234,980.66
15	SBVCC	\$ 37,612.38	\$ 31,822.36	\$ 33,063.54	\$ 36,779.70	\$ 26,822.61	\$ 22,341.28	\$ 28,264.29
16	Cemetery	\$ 55,159.48	\$ 47,184.15	\$ 41,626.15	\$ 29,721.24	\$ 26,726.24	\$ 25,829.24	\$ 23,529.24
17	VVFS (VWWP 2015)	\$ 530,616.61	\$ 518,010.98	\$ 589,422.80	\$ 672,435.39	\$ 911,410.35	\$ 953,552.57	\$ 725,166.10
18	Benefits	\$ 1,495.52	\$ 1,495.52	\$ 1,325.52	\$ 675.52	\$ 475.52	\$ 475.52	N/A
19	V3/VTAP	\$ 503,279.65	\$ 655,636.65	\$ 472,405.65	\$ 464,193.57	\$ 210,821.15	\$ 105,427.39	\$ 45,651.59
20	Women's Summit			\$ -	\$ 1,222.94	\$ 11,084.74	\$ 14,050.00	\$ -
21	VSF Support	\$ 9,107.13	\$ 1,211.09	\$ 8,439.87	\$ 58,689.04	\$ 53,352.19	\$ 40,226.75	\$ 54,973.15
22	Homeless Boot Camp			N/A	N/A	N/A	N/A	\$ -
23								
24	VSF Unrestricted Revenue	\$ 721,503.53	\$ 501,873.14	\$ 333,458.91	\$ 211,487.86	\$ 188,390.26	\$ 192,179.67	\$ 172,426.98
25	(Non-general fund 2016/18)(Endowment 2016/15)							
26	Appropriated Funds	\$ 193,321.01	\$ 202,109.92	\$ 203,670.05	\$ 154,981.01			
27	Donor Funds	\$ 408,002.08	\$ 192,177.96	\$ 56,597.84	\$ 15,258.50			
28	Interest	\$ 120,180.44	\$ 107,585.26	\$ 73,191.02	\$ 41,248.35			
29								
30	Total All Funds	2,040,222.12	#####	#####	\$1,620,220.61	\$1,553,342.21	#####	\$1,284,992.01
31								
32								
33								

Veterans Services Foundation
Schedule of Receipts, Expenditures and Budget, by Activity
For the Month Ended July 31, 2021 (FM01)
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		July 31, 2021 YTD	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	-	-	16,512.19	-	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	-	-	20,603.41	-	-	-
Total VVCC Funds	181,447.82	-	-	181,447.82	-	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	200.00	-	9,994.71	-	5,000.00	5,000.00
Memorial Cemetery--Suffolk	21,415.98	-	-	21,415.98	-	5,000.00	5,000.00
SW Va Veterans Cemetery--Dublin	23,106.79	150.00	-	23,256.79	-	5,000.00	5,000.00
Total Cemetery Support Funds	55,159.48	350.00	-	55,509.48	-	15,500.00	15,500.00
Virginia Veterans' and Family Support							
Outreach Services	-	-	-	-	-	-	-
Direct Veterans Services	25,375.92	-	25,375.92	-	-	240,000.00	214,624.08
Enabling Veterans Services	-	-	-	-	-	-	-
Homeless Veterans Fund	58,914.47	-	18,680.08	40,234.39	-	210,000.00	191,319.92
Operation Family Caregiver Grant	923.99	-	-	923.99	-	-	-
Other Donations Restricted	445,402.23	(12,675.00)	-	432,727.23	-	-	-
Total VVFS Funds	530,616.61	(12,675.00)	44,056.00	473,885.61	-	450,000.00	405,944.00
Benefits Funds:	1,495.52	200.00	-	1,695.52	-	-	-
Veteran Education, Transition and Employment							
V-3 Fund	299,184.41	-	10,000.00	289,184.41	-	111,000.00	101,000.00
Altria Grant	184,095.24	-	3,200.00	180,895.24	-	100,000.00	96,800.00
Women's Summit	20,000.00	-	-	20,000.00	-	20,000.00	20,000.00
VETE Other Donations Restricted	-	-	-	-	-	-	-
Total VETE Funds	503,279.65	-	13,200.00	490,079.65	-	231,000.00	217,800.00
VSF Support Funds:	30,000.00	-	1,386.31	28,613.69	-	30,000.00	28,613.69
VSF Unrestricted Revenue							
Appropriated Funds	172,428.14	-	-	172,428.14	-	-	-
Donor Funds	408,002.08	17,833.30	-	425,835.38	-	-	-
Interest	120,180.44	-	-	120,180.44	-	-	-
Total VSF Unrestricted Revenue	700,610.66	17,833.30	-	718,443.96	-	-	-
Grand Total All 09410 Funds	2,040,222.12	5,958.30	58,642.31	1,987,538.11	-	796,500.00	737,857.69
	BALANCE	CASH IN	CASH OUT	BALANCE			
Cash Transfers							
913 09410 Fund Balance	1,909,778.92	-	-	1,914,350.91	-	-	-
912 09410 Fund Balance	130,443.20	-	-	73,187.20	-	-	-
TOTAL CASH 09410 FUNDS	2,040,222.12	-	-	1,987,538.11	-	-	-



**Virginia Veterans Services Foundation Board of Trustees
September 9, 2021**

2022 Proposed Meeting Dates

- **March 24, 2022**
- **June 9, 2022**
- **September 8, 2022**
- **December 8, 2022**

Committee Chair and Assistant Chair Nominations

Development Committee

Laura Schmiegel (Chair)

M. Robin Beres (Assistant Chair)

Finance Committee

Walter A. Stosch (Chair)

Paul A. Haughton, Jr. (Assistant Chair)

Procedures and Policy Committee

Jack O. Lanier (Chair)

Bruce I. Waxman (Assistant Chair)

J14.6 Procedures

- A. All donations will be deposited in the appropriate Subsidiary Fund or Sub-fund of the Veterans Services Fund and shall be managed in accordance with §§ 2.2-2715 et seq. Code of Virginia, applicable sections of the current Virginia Appropriation Act, and Commonwealth of Virginia regulations. Descriptions of Subsidiary Funds and Sub-funds may be found in VSF-DVS Joint Policy J13 (Veterans Services Fund Management) paragraph J13.9.D.
- B. Allocation of funds the annual approved budget for DVS program subsidiary funds primary program accounts and sub-accounts from the Fund may only be authorized by the majority vote of trustees present at a meeting in which there is a quorum.
- C. Sub-fund Adjustments to sub-accounts adjustments of in amounts less than \$10,000 or less within subsidiary accounts in the approved annual VSF budget may be made by the VSF Executive Director in accordance with funding levels established by the current edition of the Appropriations Act and the Department of Planning and Budget, adjustments to those funding levels. Amounts above greater than \$10,000 shall be referred to the VSF Finance Committee Chair and the Board Chair for action as set forth in VSF Policy section F2.13.D. Any changes shall be subject to review and subsequent approval by the trustees at the next quarterly board meeting.
- ~~D. Reallocation of sub-fund amounts of \$10,000 or more shall be forwarded to the Board Chair for action as follows. Depending on the circumstances, the Board Chair may consider it or refer it to the VSF Finance Committee Chair. Alternatively, the Board Chair could refer it to a meeting of the Executive Committee or defer it until the next board meeting.~~

In any case, all changes shall be subject to review and subsequent approval by the trustees at the next quarterly board meeting.

Reallocation of primary program accounts in the amount \$10,000 or less in the approved annual VSF budget may be made by the VSF Executive Director in accordance with funding established by the current Appropriations Act and the Department of Planning and Budget. Amounts greater than \$10,000 shall be referred to the VSF Finance Committee Chair and the Board Chair for actions as set forth in policy F2.13.D. Any changes shall be subject to review and subsequent approval by the trustees at the next quarterly board meeting.

- E. Expenditures for DVS activities approved by the trustees may be processed upon approval by the DVS division director that has responsibility for the activity.

F2.13 The Veterans Services Fund

- C. The Fund operating structure shall allow for: (1) separate current revenue and ~~non-current funds~~ fund balances for annual operations as set forth in the Appropriations Act; (2) reserves; (3) specific funds for stand-alone projects; and (4) endowments primarily to provide funding for veterans programs and services. The Fund accounting structure consists of subsidiary primary program accounts and sub-funds sub-accounts. ~~Subsidiary funds~~ Primary programs accounts are the primary subordinate funds of within the Veterans Services Fund and pertain to the funds fund balances of each of DVS principal programs and both the VSF Unrestricted Revenue Fund and the VSF Support Fund. ~~Sub-funds or sub-accounts exist within subsidiary funds and are financial accounts that support the activities/services of DVS programs and the VSF Unrestricted Revenue Fund.~~ Details of the fund operating and accounting structure are contained in VSF-DVS Joint Policy 4.
- D. Allocation of funds the annual approved budget for ~~DVS program~~ subsidiary funds primary program accounts and sub-accounts from the Fund may only be authorized by the majority vote of trustees present at a meeting in which there is a quorum.
- E. ~~Sub-fund~~ Adjustments to sub-accounts adjustments of in amounts less than \$10,000 or less within subsidiary accounts in the approved annual VSF budget may be made by the VSF Executive Director in accordance with funding levels established by the current ~~edition of the~~ Appropriations Act and the Department of Planning and Budget. ~~to these funding levels.~~ Amounts above greater than \$10,000 shall be referred to the VSF Finance Committee Chair and the Board Chair for action as set forth in section J2.13.D. Any

changes shall be subject to review and subsequent approval by the trustees at the next quarterly board meeting.

- F. ~~Reallocation of sub-fund amounts of \$10,000 or more shall be forwarded to the Board Chair for action as follows. Depending on the circumstances, the Board Chair may consider it or refer it to the VSF Finance Committee Chair. Alternatively, the Board Chair could refer it to a meeting of the Executive Committee or defer it until the next board meeting. In any case, all changes shall be subject to review and subsequent approval by the trustees at the next quarterly board meeting.~~

Reallocation of primary program accounts in the amount \$10,000 or less in the approved annual VSF budget may be made by the VSF Executive Director in accordance with funding established by the current Appropriations Act and the Department of Planning and Budget. Amounts greater than \$10,000 shall be referred to the VSF Finance Committee Chair and the Board Chair for action as set forth in section J2.13.D. Any changes shall be subject to review and subsequent approval by the trustees at the next quarterly board meeting.

VIRGINIA VETERANS SERVICES FOUNDATION

Goals and Objectives for ~~FY2019-2020~~ **FY2022-FY2023**

VSF Board of Trustees Responsibilities

~~A. **Goal:** Build an organizational structure to provide additional VSF staff support needed, beyond the single full-time staff person currently involved, which would support the components of efficient and effective performance.~~

~~**Objective(s):** Support the Board Secretary and Treasurer and their resources and, in conjunction with DVS, develop other staff requirements for DVS and VSF to support mission accomplishment.~~

~~**Strategic Goal(s):** Veterans Services Fund Stability, Internal Processes, Results~~

~~B. **A. Goal:** Support DVS implementation of the performance budgeting process.~~

~~**Objective(s):** Work with DVS staff to develop a performance budgeting system that: (1) focuses on results and accomplishments; (2) is a simple approach once expectations and measurements are defined; and (3) promotes equitable allocation of resources to those institutions that meet performance criteria. The end product should ensure “better” choices are made and review how well the respective choice was implemented and the respective funds were used.~~

~~**Strategic Goals:** Performance Budgeting, Community Building, Customer/Donor Satisfaction, Veterans’ Satisfaction with VSF, and Customer/Donor Retention, Results.~~

~~C. **B. Goal:** Initiate and implement a VSF consumer relations management system also known as a pipeline system to improve revenue streams.~~

~~**Objective(s):** Assist VSF to stay connected to customers, streamline processes, and improve revenue.~~

~~**Strategic Goals:** Fund Growth and Stability, Community Building, Customer and Veterans’ Satisfaction, Market Growth, Customer/Donor Retention, Internal Processes, Results.~~

VSF Development Committee Responsibilities:

A. **Goal:** Organize seeking, promoting, and stimulating contributions for the Fund to initiate funding for the unmet needs of DVS programs giving high priority to fundraising for improving the services to veterans in Virginia.

Objective(s): Maintain an agenda of unmet funding needs. Determine what elements of fundraising program will best assist VVFS including Homeless Veterans, V3 employment and transition, Care Centers, Cemeteries, and Benefits. Maintain an agenda of fundraising events, corporate outreach and individual contribution plans, a capability to respond to ad hoc opportunities, and coordination with DVS staff.

Strategic Goals: Community Building, Market Growth.

B. **Goal:** Build partnerships with VSOs, corporations, and individuals by creating methods of getting commitments for other potential supporters/donors to contribute and be recognized for their support.

Objective(s): Establish targeted sponsored activities to which sponsors can attach their identification (name or logo/brand) to build a core of annual activities that will sustain

sponsors who can identify with veterans' sacrifices. In each instance, the activity should be able to be budgeted and that budget becomes the benchmark to attract funds. Establish rewards within the supported programs and for individual and organizational donors to attract additional funds.

Strategic Goals: Community Building, Market Growth, Customer/Donor Retention.

- C. **Goal:** Enhance the image of VSF through imaging/branding of its fundraising programs as a conduit for addressing unmet veterans' needs among stakeholders and the community at large.

Objective(s): Coordinate through DVS communications office on communications efforts. Coordinate with VVFS communications program. Maintain and refine the VSF web site. Develop additional forms of donor recognition and identify donors. Develop specific recognition programs that give donors a sense of pride and ownership. Be clear on relationships with all stakeholders, including DVS staff.

Strategic Goals: Community Building, Customer/Donor Satisfaction, Veterans Satisfaction, Customer/Donor Retention.

VSF Finance Committee Responsibilities:

- A. **Goal:** Continue to refine and develop financial reports so they adhere to requisite accounting practices and procedures, define available revenue and needs for expenditures in order to determine cash flow requirements.

Objective(s): Produce financial reports that can be easily understood by Trustees, DVS staff, donors, potential donors, and other stakeholders and ensure they are disseminated to the stakeholders. Ensure statements are backed up with sufficient information on revenues and expenses, both for transparency and budget planning.

Strategic Goals: Customer/Donor Satisfaction, Veterans Satisfaction, Customer/Donor Retention, Internal Processes.

- B. **Goal:** Develop and implement a plan for effective use, growth and maintenance of a sustainable Fund endowment.

Objective(s): Maintain an endowment level that will support operational and contingency needs from revenues.

Strategic Goals: Veterans Services Fund Maintenance, Fund Stability, Internal Processes.

- C. **Goal:** Continue to ensure Fund integrity.

Objective(s): Allocate fundraising income and expenses to insure a maximum percentage of revenues go to support veterans and their families. Produce quarterly and annual public reports that characterize the use of funds by VSF.

Strategic Goals: Customer/Donor Satisfaction, Veterans Satisfaction, Customer/Donor Retention, Internal Processes.

- D. **Goal:** Assist DVS program managers in developing realistic budgets for use of VSF funds.

Objective(s): Participate, as requested by program managers, in annual and more frequently, if needed, FY budget development and interim reviews.

Strategic Goals: Performance Budgeting, Fund Stability, Internal Processes.

- E. **Goal:** Provide quarterly briefings on VSF finances that provide a better understanding of the issues involved to interested stakeholders.

Objective(s): Work with the DVS staff, at least quarterly, to ensure the Board of Trustees, DVS staff, and other stakeholders remain current on Foundation finances.

Strategic Goals: Customer/Donor Satisfaction, Veterans Satisfaction, Customer/Donor Retention.

- F. **Goal:** Monitor data developed by DVS managers for uses of VSF funds in a manner that assures public accountability and supports fundraising efforts on a quarterly basis.

Objective(s): Work with DVS staff continuously to monitor effectiveness of services provided using VSF contributed funds.

Strategic Goals: Performance Budgeting, Customer/Donor Satisfaction, Veterans Satisfaction, Internal.

VSF Procedures and Policy Committee Responsibilities:

- A. **Goal:** Continually review the VSF charter in the Code of Virginia and ensure that it supports the validity and integrity of the VSF board of trustees and the VSF organizational goals and objectives in support of the Commonwealth's veterans and their families in partnership with DVS.

Objective(s): Ensure the VSF trustees' bylaws and the DVS-VSF Memorandum of Understanding promotes the VSF mission and cooperative functioning of both VSF and DVS.

Strategic Goals: Internal Processes, Results.

- B. **Goal:** Conduct long, mid, and short-range planning to maintain VSF focus on its mission, goals, objectives, and actions to effectively accomplish assigned tasks.

Objective(s): Maintain the: (1) VSF Strategic Plan; (2) subsidiary plans along with the VSF annual goals and objectives of the board and its committees in coordination with those committees; (3) the trustees' biennial schedule; and (4) respond to other requirements placed upon it.

Strategic Goals: Internal Processes, Results.

- C. **Goal:** In conjunction with the trustees' committees, clarify existing VSF Policies and VSF-DVS Joint Policies on at least a biennial basis or more often, if needed, and institute other policies as needed for the effective administration of the Fund by VSF and DVS.

Objective(s): Ensure the at least a biennial review of (1) VSF policies pertaining to internal operations and agency relationships and VSF-DVS Joint Policies relating to fundraising, administration of donor funds, and allocations and expenditures of donor funds meet the requirements for which they were established.

Strategic Goals: Customer/Donor Satisfaction, Veterans Satisfaction, Internal Processes, Results.

JULY 1

Board Officers assume duties

FIRST QUARTER (September)

Approve 4th Quarter prior FY Financial Statement

Board Chair nominates Committee Chairs, Assistant Chairs

Approve nominated Committee Chairs, Assistant Chairs

Approve proposed meeting dates

Even FY Only: Approve biennial FY Budget Proposal for General and Non-general Fund **allocations**

Allocations must be submitted to the Secretary in August

Odd FY Only: Approve next FY General and Non-general Funding Budget **adjustments**

Adjustments must be submitted to the Secretary in August

If needed, approve legislative initiatives

If needed, consider and approve VSF Policies, By-laws and working documents revisions

If needed, Chair nominates Committee members and Board approves

SECOND QUARTER (December)

Approve 1st Quarter current FY Financial Statement

Receive APA audit report

If needed, consider and approve current FY budget adjustments

If needed, consider and approve current FY Non-general Fund budget adjustments

If needed, consider and approve VSF Policies, By-laws and working documents revisions

JANUARY

The General Assembly convenes in annual regular session on the second Wednesday of January.

DURING MID-MARCH

Request Budget Adjustments for current FY due mid-April

Request Budget input/adjustments for next FY due mid-April

THIRD QUARTER (March)

Approve 2nd Quarter current FY Financial Statement

Elect a nominating committee

If needed, consider and approve current FY budget adjustments, if any

If needed, consider and approve VSF Policies, By-laws and working documents revisions

APRIL

Nominating Committee posts a call for candidates for next FY Chair, First Vice Chair and Second Vice Chair

Odd FY: Request from DVS next biennial NG fund budget requirements

FOURTH QUARTER (June)

Approve 3rd Quarter current FY Financial Statement

Consider next Biennial Budget starting in next odd numbered FY

Even FY only: Consider current biennial FY Budget adjustments (As will be required for the coming odd year GA Session)

Elect officers for next FY

If needed, consider and approve budget adjustments

If needed, consider and approve VSF Policies, By-laws and working documents revisions

	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							
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	

**VIRGINIA VETERANS SERVICES FOUNDATION
Budget Decision Packages/Requests for 2022 Gen. Assembly Session**

VIRGINIA VETERANS SERVICES FOUNDATION Budget Decision Packages/Requests for 2022 Gen. Assembly Session				FY 2023 Appropriation Request			FY 2024 Appropriation Request			
Agency Priority #	Agency	Decision Package Sub-Title/Title/ (Program Code)	Request Description (Include descriptions that contain relevant talking points that may be utilized to present this information)	Current FY22 Subprogram GF Appropriation/ Funding	GF	NGF	FTE	GF	NGF	FTE
1	VVSF	Increase GF Appropriation to allow for fully loaded Salary and Fringe (49901)	<p>Request: \$55,044 GF Appropriation for fully loaded salary and fringe</p> <p>Background: When the Foundation became their own unique agency, the initial funding was only sufficient to cover the current Executive Director's salary without regard to increased Health Insurance or deferred comp elections, or potential employee recognition actions. Currently the Foundation has to utilize \$32,563 of Foundation funds to fully cover the salary and fringe costs of our 2nd Foundation employee. If either the insurance or deferred comp election status should increase with current or future employees there is not sufficient funding available to allow for this yet we would be required to fund such actions by staff. The Foundation Funds should be utilized to provide direct support assistance to Virginia's Veterans, not to cover a shortfall in General Funds for staffing cost of the Virginia Veterans Services Foundation.</p>	\$351,575	\$55,044	\$ -	0	\$55,044	\$ -	0
					FY 2023 Appropriation Request			FY 2024 Appropriation Request		
					GF	NGF	FTE	GF	NGF	FTE
					\$ 55,044	\$ -	0	\$ 55,044	\$ -	0

Veterans Services Foundation
Schedule of Receipts, Expenditures and Budget, by Activity
For the Month Ended June 30, 2021 (FM12)
FY 2021 Year-To-Date
(Unaudited)

Activity	Fund 09410		Expenditures YTD	Fund 09410 Balance		FY 2021 Budget YTD	FY 2021 Budget Balance YTD
	Balance July 1, 2020 Adjusted	Receipts YTD		June 30, 2021 YTD	YTD		
Virginia Veterans Care Center:							
Indigent Resident Needs	36,134.07	3,000.00	1,941.88	37,192.19	2,000.00	58.12	
Activities/Carnival Fund	16,541.07	1,100.00	1,128.88	16,512.19	7,000.00	5,871.12	
Operation Holiday Spirit	96,240.93	21,034.00	10,134.90	107,140.03	21,000.00	10,865.10	
Unit Projects & Functions	-	-	-	-	21,500.00	21,500.00	
Other Donations Restricted	22,572.13	3,270.77	5,239.49	20,603.41	10,500.00	5,260.51	
Total VVCC Funds	171,488.20	28,404.77	18,445.15	181,447.82	62,000.00	43,554.85	
Sitter & Barfoot VCC:							
Indigent Resident Needs	6,242.52	545.02	-	6,787.54	1,000.00	1,000.00	
Activities Fund	17,521.84	1,700.00	-	19,221.84	16,500.00	16,500.00	
Other Donations Restricted	8,058.00	3,545.00	-	11,603.00	10,500.00	10,500.00	
Total SBVCC Funds	31,822.36	5,790.02	-	37,612.38	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	13,969.38	760.00	4,934.67	9,794.71	5,000.00	65.33	
Memorial Cemetery--Suffolk	21,415.98	-	-	21,415.98	5,000.00	5,000.00	
SW Va Veterans Cemetery--Dublin	10,956.79	12,150.00	-	23,106.79	5,000.00	5,000.00	
Total Cemetery Support Funds	47,184.15	12,910.00	4,934.67	55,159.48	15,500.00	10,565.33	
Virginia Veterans' and Family Support							
Outreach Services	-	-	-	-	-	-	
Direct Veterans Services	108,189.24	-	108,189.24	-	240,000.00	131,810.76	
Enabling Veterans Services	-	-	-	-	-	-	
Homeless Veterans Fund	160,039.32	35,000.00	136,124.85	58,914.47	210,000.00	73,875.15	
Operation Family Caregiver Grant	923.99	-	-	923.99	-	-	
Other Donations Restricted	248,858.43	221,919.72	-	470,778.15	-	-	
Total VVFS Funds	518,010.98	256,919.72	244,314.09	530,616.61	450,000.00	205,685.91	
Benefits Funds:	1,495.52	-	-	1,495.52	1,000.00	1,000.00	
Veteran Education, Transition and Employment							
V-3 Fund	309,184.41	-	10,000.00	299,184.41	100,000.00	90,000.00	
Altria Grant	240,452.24	-	56,357.00	184,095.24	90,000.00	33,643.00	
Women's Summit	20,000.00	-	-	20,000.00	20,000.00	20,000.00	
VETE Other Donations Restricted	-	-	-	-	-	-	
Total VETE Funds	569,636.65	-	66,357.00	503,279.65	210,000.00	143,643.00	
VSF Support Funds:	10,000.00	-	892.87	9,107.13	30,000.00	29,107.13	
VSF Unrestricted Revenue							
Appropriated Funds	193,321.01	-	-	193,321.01	-	-	
Donor Funds	278,177.96	129,752.74	(71.38)	408,002.08	-	-	
Interest	107,585.26	12,595.18	-	120,180.44	-	-	
Total VSF Unrestricted Revenue	579,084.23	142,347.92	(71.38)	721,503.53	-	-	
Grand Total All 09410 Funds	1,928,722.09	446,372.43	334,872.40	2,040,222.12	796,500.00	461,556.22	
	BALANCE	CASH IN	CASH OUT	BALANCE			
Cash Transfers							
913 09410 Fund Balance	1,798,659.69	-	(334,431.71)	1,909,778.92			
912 09410 Fund Balance	130,062.40	334,431.71	-	130,443.20			
TOTAL CASH 09410 FUNDS	1,928,722.09			2,040,222.12			

Veterans Services Foundation
Statement of Assets
For the Month Ended June 30, 2021 (FM12)
FY 2021 Year-To-Date
(Unaudited)

Assets:

Cash held by State Treasurer	2,040,222.12
Total Assets	<u>\$ 2,040,222.12</u>

Fund Balances:

Restricted Fund Balances:	
Restricted for VVCC Activities	181,447.82
Restricted for SBVCC Activities	37,612.38
Restricted for Cemetery Funds	55,159.48
Restricted for VVFS Funds	530,616.61
Restricted for Benefits Funds	1,495.52
Restricted for VETE Funds	503,279.65
Restricted for VSF Support Funds	<u>9,107.13</u>
Total Restricted Fund Balances	1,318,718.59
VSF Unrestricted Revenue	<u>721,503.53</u>
Total Fund Balances	<u>\$ 2,040,222.12</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
Statement of Income, Expenditures and Changes in Funds Balances
For the Month Ended June 30, 2021 (FM12)
FY 2021 Year-To-Date
(Unaudited)

INCOME:

Y-T-D Actual

Restricted gifts received for:

Virginia Veterans Care Center	28,404.77
Sitter & Barfoot VCC	5,790.02
Cemetery Funds	12,910.00
VVFS Funds	256,919.72
Benefits Funds	-
VETE Funds	-
VSF Support Funds	-
VSF Unrestricted Revenue	142,347.92
TOTAL INCOME	446,372.43

EXPENDITURES:

VVCC Indigent Resident Needs	1,941.88
VVCC Activities/ Carnival Funds--Activities with Residents	1,128.88
VVCC Operation Holiday Spirit	10,134.90
VVCC Unit Projects & Functions	-
VVCC Other Donations Restricted	5,239.49
SBVCC Indigent Resident Needs	-
SBVCC Activities Funds	-
SBVCC Other Donations Restricted	-
Va Veterans Cemeteries- Other Donations Restricted	-
Va Veterans Cemetery--Amelia	4,934.67
Memorial Cemetery--Suffolk	-
SW Va Veterans Cemetery--Dublin	-
VVFS Outreach Services	-
VVFS Direct Veterans Services	108,189.24
VVFS Enabling Veterans Services	-
VVFS Homeless Veterans Funds	136,124.85
VVFS Operation Family Caregiver Grant	-
Benefits Funds	-
VETE V-3 Fund	10,000.00
VETE Altria Grant	56,357.00
VETE Women's Summit Funds	-
VETE Other Donations Restricted	-
VSF Support Funds--Operating Expenditures and Web Site	892.87
VSF Unrestricted Revenue	(71.38)
TOTAL EXPENDITURES	334,872.40

Excess of Income over Expenditures

111,500.03

Beginning Fund Balances

1,928,722.09

Ending Fund Balances

2,040,222.12

NOTES:

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