



**FEB - 7 2011**

VETERANS' PROGRAM LETTER NO. 01-11

TO: ALL ELIGIBLE HOMELESS VETERANS' REINTEGRATION PROGRAM GRANTEES, HOMELESS FEMALE VETERANS AND HOMELESS VETERANS WITH FAMILIES GRANTEES, NATIONAL TECHNICAL ASSISTANCE CENTER COOPERATIVE AGREEMENT GRANTEES, INCARCERATED VETERANS TRANSITION PROGRAM GRANTEES, VETERANS' WORKFORCE INVESTMENT PROGRAM GRANTEES, REGIONAL ADMINISTRATORS AND DIRECTORS FOR VETERANS' EMPLOYMENT AND TRAINING SERVICE

FROM: RAYMOND M. JEFFERSON *Raymond M. Jefferson*

SUBJECT: Grant Modification Procedures to Request Optional 2<sup>nd</sup> or 3<sup>rd</sup> Year Funding for Program Year 2009 and 2010 Competitive Grants Awarded by the Veterans' Employment and Training Service

- I. **Purpose:** This letter announces the availability of optional 2<sup>nd</sup> or 3<sup>rd</sup> year funding for eligible Program Year (PY) 2009 and PY 2010 Homeless Veterans' Reintegration Program (HVRP), Homeless Female Veterans and Homeless Veterans with Families (HFVHVF), Incarcerated Veterans Transition Program (IVTP), Veterans' Workforce Investment Program (VWIP), and HVRP National Technical Assistance Center Cooperative Agreement grantees.
- II. **References:** Solicitation for Grant Application (SGA):
  - # 9-01, Urban and Non-Urban HVRP Grants for PY 2009;
  - # 9-02, VWIP Grants for PY 2009;
  - # 10-01, Urban and Non-Urban HVRP Grants for PY 2010;
  - # 10-02, VWIP Grants for PY 2010;
  - # 10-03, Urban and Non-Urban HVRP Homeless Female Veterans and Homeless Veterans with Families (HFVHVF) Grants for PY 2010;
  - # 10-04, IVTP Grants for PY 2010; and
  - # 10-06, HVRP National Technical Assistance Center Cooperative Agreements for PY 2010.

**III. Optional Year Funding:** The Veterans' Employment and Training Service (VETS) may consider awarding up to two years of optional funding to eligible competitive grantees when Congress appropriates additional funding for this purpose. All grantees eligible to apply for this optional 2<sup>nd</sup> or 3<sup>rd</sup> funding are identified in Attachments 1 and 2. Attachment 1 includes eligible grantees awarded funding under the HVRP, IVTP, HFVHVF, and HVRP National Technical Assistance Center Cooperative Agreements. The active period of performance for grantees with approved modification requests will be July 1, 2011 through June 30, 2012.

Optional year funding for no grantee or sub-awardee is guaranteed. When deciding whether to exercise any optional year(s) of funding, VETS takes into account a grantee's and sub-awardee's performance during the previous performance period. At a minimum, the grantee and sub-awardees must have:

- A. In accordance with the 2009 and 2010, strived to meet 90% of planned cumulative quarterly goals for federal expenditures, enrollments, placements into employment, and training by the end of the second quarter. Grantees that do not achieve at least 75% of planned cumulative quarterly goals must provide the Director of Veterans' Employment and Training/Grant Officer Technical Representative (DVET/GOTR) a Corrective Action plan (CAP) detailing corrective action that achieves no less than 90% of cumulative planned performance. Some eligible grantees operating under a CAP approved by the DVET/GOTR or designated as 'high risk' may receive a favorable recommendation for funding;
- B. Complied with all terms identified in the SGA, the actual grant award document, and the General and Special Grant Provisions, as verified by the DVET/GOTR; and
- C. Submitted all program and fiscal reports by the established due dates and verified these reports for accuracy.

**IV. Applying for Optional 2<sup>nd</sup> or 3<sup>rd</sup> Funding:** The procedures described in the Technical Assistance Guide (TAG), provided as Attachment 3, should be used by eligible grantees to request optional 2<sup>nd</sup> or 3<sup>rd</sup> year funding. As detailed in the TAG, grantees must submit the modification request for optional 2<sup>nd</sup> or 3<sup>rd</sup> funding to their respective DVET/GOTR no later than close of business on February 18, 2011. Funding requests must include actual technical and financial performance reports for the period ending December 31, 2010. Hard copies of the reports and/or Common Measures spreadsheet are acceptable. If technical performance and/or financial data are unavailable at the time of application, this could negatively impact the award of optional 2<sup>nd</sup> or 3<sup>rd</sup> year funding.

**V. Inquiries:** Grantees should direct questions or concerns to their respective DVET/GOTR. DVET/GOTR contact information can be found by clicking the Staffing Directory link on the VETS homepage at: <http://www.dol.gov/vets>.

**VI. Expiration Date:** September 30, 2011.

**VII. Attachments:**

1. Eligible HVRP grantees
2. Eligible VWIP grantees
3. Technical Assistance Guide - Competitive Grantee Optional 2nd or 3rd Year Funding