



Catherine Owen, President  
Joint Veterans Coalition of Medina County  
PO Box #50  
Medina, Ohio 44256

Minutes 09/12/2020

**Opening: 9:02 am**

- Pledge of Allegiance
- Opening Prayer
- President's remarks

**ATTENDEES: Voting Members**

- |                    |          |        |
|--------------------|----------|--------|
| 1. Joe Destro      | AL 234   |        |
| 2. Mike Paul       | AMVET    |        |
| 3. Phil Grassa     | AL 2020  |        |
| 4. Catherine Owen  | MCWM     |        |
| 5. Randy Schmidt   | DAV      |        |
| 6. Mike Cozzens    | AL 234   |        |
| 7. Dan Goodrow     | AL 523   |        |
| 8. Brian Stewart   | AL 523   |        |
| 9. Tom Underwood   | AL 523   |        |
| 10. Doug Carpenter | VFW 5137 |        |
| 11. Ron Samic      | AL 170   |        |
| 12. Dave Jacobs    | VFW 5137 | AL 523 |
| 13. Ed Zackery     | MCVSO    |        |

**ATTENDEES: Non-Voting Members**

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**Reading of Minutes:** Adjutant / Ed Zackery read the minutes from the 07/18/2020 meeting;  
Motion by Mike Cozzens, seconded by Joe Destro to accept minutes as read.  
Motion approved.

**Finance Report:** Ed Zackery read the Finance Report.  
The current balance was \$6,810.99.  
No Motion was made to accept since the treasurer was not present.

**Correspondence:**

- N/a

**Sickness/distress:**

- Ed reported that Becky Blackmore from Rolling Thunder is feeling better

**Scheduled Meetings and workshop topics:**

**NOTE: To the Organization Hosting the Meeting, please provide drinks, snacks or lunch for approximately 20 people.**

Save the Date!					
Date	Time	Location	Sponsor	Workshop Topic / Presenter	Remarks
Saturday, November 14, 2020	9:00 AM	Medina County Veterans Memorial Hall	DAV #72	Post Finances / Joe Destro	
Saturday, January 9, 2021	9:00 AM	Medina County Veterans Memorial Hall	American Legion #202	Fund-raising & Marketing / Dave Taylor	
Saturday, April 10, 2021	9:00 AM	Wadsworth American Legion #170	American Legion #170	Membership / Joe Destro & Ron Samic	
Saturday, July 10, 2021	9:00 AM	Lodi American Legion #523	American Legion #523	Community Events, Planning / open	
Saturday, October 9, 2021	9:00 AM	Brunswick VFW	American Legion #234	Service Officer Report & What does your organization really do? Local, State & National / Ed Zackery	

**Old Business:**

- Schedule of meetings for 2021 Quarterly, Which months, day, time?
  - Phil Grassa made a motion to start the quarterly meeting the second saturday of January 2021. It was seconded and motion passed.
  - See Schedule above.
- Workshops: Recommended workshops
  - See dates and presenters above.
    - Post Finances
    - Fundraiser; how to conduct a successful...
    - Marketing; How do you want to be seen in the community?
    - Membership; Where are they?
    - Service Officer; How do you help veterans?
    - What does your organization really do? Local, State, National
    - Community Event, planning.

**New Business:**

- Joe Destro; discussed the Medina County Veterans Memorial Fund.

**Workshop / Presentation**

- Topic & Presenter:
  - CARES ACT Funds for Veterans Organizations w/ Post Home; \$5,000.
  - CARES ACT Funding for small business in Medina County.
  - How has the Pandemic affected the Department of Veterans Affairs (VA) your veterans' healthcare and their benefits?
    - Ed Zackery
- See Attached information for Workshop
- 

**Good of the Order (County Veterans Service Officer)**

- Phil Grassa; Veterans Hall Golf tournament September 19, 2021

**Adjournment:**

Motioned to adjourn by Phil Grassa and seconded by Ron Samic to adjourn meeting at 10:19am.

Motion was carried and meeting adjourned

**Next Meeting:**

Saturday, November 14, 2020 at 9:00am at the Medina Veterans Hall

**Approval of Minutes:**

Motion to Accept: Joe Destro

Seconded: Lew Jennings

Passed / Failed      Date: 11/9/2020

Adjutant Initials: ESJ

**Changes or corrections:**

- N/A
- 
- 
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- 
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All,

I am pleased to inform you that OBM has finalized their process for a grant to aid congressionally chartered veterans post in their efforts to maintain a healthy and safe environment during the COVID-19 pandemic. The information can be found at the following link. It is the last grant listed on the webpage.

<https://grants.ohio.gov/fundingopportunities.aspx>

Attached you will find the OBM guidance for the grant application process. That information is also available at the link above. Please distribute to the posts in your organization. It is your responsibility from here to distribute this information within your organization and spheres of influence. ODVS is working with OBM to further communicate this opportunity via our social media pages and other means to ensure that all eligible posts receive this information.

All questions regarding the grant should be directed to the appropriate OBM contact which is listed on the grant website. Although we are not a part of the application, distribution, or oversight of the grant, we will work to spread the word of this opportunity for Ohio's veteran community.

Best,

Ed Zackery  
Director, Medina County Veterans Service Office

**CARES Act -Coronavirus Relief Fund - COVID Safety Funds to Veterans Posts**

Funding Opportunity Categories: *COVID-19*

*The Office of Budget and Management (OBM), with authority granted by the controlling board on July 27, 2020, is distributing Coronavirus Relief Funds provided to the state from the US Department of Treasury as part of the Coronavirus Aid, Relief, and Economic Security Act ("CARES Act"). OBM is currently accepting applications from Congressionally chartered veterans service organizations in Ohio with an active post location for a \$5,000 grant to support posts operating safely during the COVID-19 public health emergency, including supporting increased sanitation costs, maintaining social distancing, purchasing personal protective equipment (PPE) and other necessary costs to comply with public health orders, local health department recommendations and best practices. Funds must be used in accordance with the requirements of Section 5001 of the "Coronavirus Aid, Relief, and Economic Security Act," as described in 42 U.S.C. 601(d) and must adhere to guidance published by the US Department of Treasury and OBM.*

<https://grants.ohio.gov/fundingopportunities.aspx>



Mike DeWine, Governor  
Jon Husted, Lt. Governor

Office of Budget  
and Management

Kimberly Murnieks, Director

# Coronavirus Relief Fund (CRF) Veterans Post COVID Safety Grant



Office of Budget  
and Management

Guidance & Frequently Asked Questions

**Funding Period:**  
**March 1, 2020 – December 30, 2020**

*NOTE: As U.S. Department of the Treasury issues future guidance and clarifications, the specific guidelines listed in this document are subject to change. Changes will be addendums to this document in the Frequently Asked Questions section.*

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**CORONAVIRUS RELIEF FUND (CRF)  
VETERANS POST COVID SAFETY GRANT**



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The purpose of this document is to provide guidance to Ohio's Congressionally chartered veterans service organizations with active posts that receive Coronavirus Relief Funding through the Ohio Office of Budget and Management.

### **Funding Information**

Funds were awarded to the State of Ohio as Federal Financial Assistance from the U.S. Department of Treasury. Funds were awarded under the Social Security Act, as amended by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act ("CARES Act") as the Coronavirus Relief Fund (CRF).

### **Eligibility**

This program provides funding to Congressionally chartered veterans service organizations in Ohio with an active post. Each active post is eligible for a \$5,000 grant to assist in operating safely during the COVID-19 public health emergency, including supporting increased sanitation costs, maintaining social distancing, purchasing personal protective equipment (PPE) and other necessary costs to comply with public health orders, local health department recommendations, and best practices.

The CARES Act requires that the payments be used to cover expenses that are *necessary* expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19) and were *incurred during the period that begins on March 1, 2020 and ends on December 30, 2020*.

**CORONAVIRUS RELIEF FUND (CRF)  
VETERANS POST COVID SAFETY GRANT**



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**Frequently Asked Questions**

*NOTE: Information is provided as a reference and is current as of September 4, 2020. In the event of a conflict between this document and state law, federal law, or U.S. Treasury guidance, the state and federal laws and guidance supersede this document. This document will be updated if the U.S. Treasury provides future clarifications.*

**Do qualified posts have to apply for the funding?**

Yes, OBM requires each post to complete an application on the OBM website at <https://grants.ohio.gov/fundingopportunities.aspx> under the Coronavirus Relief Fund – COVID Safety Funds to Veterans Posts funding opportunity. An authorized representative and grant contact will be required to be listed on the application. After the application is approved by OBM, the grant contact will receive an e-mail confirmation. Approved applications will be processed for payment.

**What is the difference between the Authorized Representative and the Grant Contact?**

OBM is collecting information from posts receiving funds to allow for future administration and monitoring. The Authorized Representative is the main executive that can authorize acceptance of the funds on behalf of the post. The grant contact will be the main person OBM will reach out to for monitoring or other questions regarding the funds.

**How long will it take to receive funds and how will they be received?**

Payment will take between 5-10 business days from the approval date of the application. Posts that are active State of Ohio suppliers and have banking information filed with the state will receive the payment via electronic funds transfer. All other payments will be made via check and mailed to the address provided from the Ohio Department of Veteran Services.

**Should my post setup a separate account to manage the CARES Act Coronavirus Relief Fund (CRF) funds?**

This is not required; however, posts should ensure they can track the funds separately from other post activities and expenditures related to the grant should be tracked separately to be easily identified.

**If a post receives Coronavirus Relief Funds or other related funds from another source, are they still eligible for these funds?**

Yes, posts are still eligible for these funds but must keep all activity separated for each funding source and ensure costs are not duplicated against multiple sources.

**Generally, what are some examples of eligible expenses related to public health precautions that are allowable uses of the CRF funds?**

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Examples include, but are not limited to, signage to enforce public health orders or precautions, disinfection of public areas, surfaces, and touchless precautions such as automatic/motion sensor doors, faucets, soap dispensers, hand dryers, and water fountains; masks and hand sanitizer; sanitizing stations, and installation of plexiglass and barriers to create social distancing. Independent contracts to perform deep cleaning or additional cleaning services not previously provided are allowable. Equipment and supplies to perform additional disinfection are also allowable. In all instances, costs must not be previously budgeted, are necessary expenditures incurred due to the public health emergency, and within the covered period (March 1, 2020 through December 30, 2020).

**Can the funds be utilized for professional moving services for rearranging furniture to ensure physical distancing within the building?**

Yes, as long as this service was not previously budgeted, are necessary expenditures incurred due to the public health emergency, and within the covered period (March 1, 2020 through December 30, 2020).

**Are professional cleaning services to perform cleaning of upholstered furniture eligible?**

Yes, as long as this service was not previously budgeted, are necessary expenditures incurred due to the public health emergency, and within the covered period (March 1, 2020 through December 30, 2020). Reasonable replacement of upholstered furniture such as chairs to hard plastic to necessitate cost effective cleaning may be allowable.

**Can costs associated with new ways to reduce the number of patrons in the facility at one time or to minimize contact be covered?**

Costs such as door counters to actively monitor occupancy to comply with public health orders and/or local health department recommendations are allowable. Costs must not be previously budgeted, are necessary expenditures incurred due to the public health emergency, and within the covered period (March 1, 2020 through December 30, 2020).

**Are HVAC or ventilation/air handling upgrades allowable?**

Overall, costs must not be previously budgeted, are necessary expenditures incurred due to the public health emergency, and within the covered period (March 1, 2020 through December 30, 2020). These types of costs must be recommended and documented as COVID-necessary by the local health department.

**What are some examples of prohibited use of funds?**

Funds must be directly related to the current public health emergency and may not be used for revenue replacement/forgone revenue or cover expenses covered by insurance or reimbursed through other federal aid or program. Prepayments are also prohibited, as well as reimbursement to donors for donated items or services and payments for legal settlements.



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**Can I dispose of assets purchased with CRF funds?**

If assets are disposed of prior to December 30, 2020, then the proceeds are subject to the restrictions on eligible use of payments from the Fund.

**What happens if there is interest earned on CRF funds?**

Interest earned must be placed back into the program and used in a manner consistent with the U.S. Department of Treasury guidance on eligible costs prior to December 30, 2020.

**Can CRF funds be used to pay for expenses in preparation for a future COVID-19 outbreak or for pandemic public health measures for a future pandemic or disaster?**  
CRF funds may be used only for expenditures necessary to address the current COVID-19 public health emergency.

**Can we prepay for services or goods that will be provided or received after December 30, 2020?**

No. Prepayment for any goods or services is not allowed.

**When is a cost incurred?**

A cost is incurred when the responsible party has expended funds to cover the cost. The US Treasury updated their guidance document on June 30 to further extend the definition of an incurred cost to include the performance or delivery, as well as a need for receipt, during the "covered period" (March 1, 2020 to December 30, 2020). Posts are required to have incurred costs prior to December 30, 2020.

**Who will be monitoring my activities with the funds?**

The Office of Budget and Management will be performing subrecipient monitoring of the financial activities with the funds.

**How long should posts retain records relating to the CRF and supporting expenditures?**

Records shall be maintained for a period of five (5) years after final payment is made using Coronavirus Relief Fund monies.

**Who is my grant contact at OBM for questions or concerns?**

The Ohio Grants Partnership is available to answer any questions or concerns that you may have via e-mail at [grants@obm.ohio.gov](mailto:grants@obm.ohio.gov).

**Does the post have to return any unused funds?**

Yes, the post is responsible to have incurred costs for the entire amount of funds provided by December 30, 2020. Any remaining funds must be returned to the State of Ohio.

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**What is the process for returning funds to the State of Ohio?**

Final returns of payment must be received by the Office of Budget and Management no later than December 30, 2020. Returns can be made via check payable to the Treasurer of the State of Ohio and mailed to:

Ohio Office of Budget and Management  
ATTN: Fiscal Section  
30 E. Broad St., 34<sup>th</sup> Floor  
Columbus, OH 43215

**What are the authoritative resources that can be used in validating allowable use of funds for other necessary costs?**

When determining allowable use of funds for other necessary costs, a veterans post should evaluate based on guidance contained within the U.S. Department of Treasury Guidance and Coronavirus Relief Fund Frequently Asked Questions which can be found at <https://home.treasury.gov/policy-issues/cares/state-and-local-governments>. This guidance document calls out some specific eligibility areas and related Frequently Asked Questions provide information about specific uses, but the examples are not all-inclusive.

If a veterans post has any questions regarding the eligibility of a cost, please contact the Ohio Grants Partnership via e-mail at [grants@obm.ohio.gov](mailto:grants@obm.ohio.gov).

**What is the federal assistance information for the funding?**

The US Department of Treasury did not provide a notice of award to the State of Ohio. A Federal Award Identification Number (FAIN) was found on USASpending.gov to be SLT0018 and SLT0234 and the federal award date is presumed to be the date of enactment of the CARES Act, March 27, 2020.

Funds are considered federal financial assistance and have been assigned a Catalog of Federal Domestic Assistance (CFDA) or Assistance Listing Number of 21.019. Fund payments are considered to be federal financial assistance subject to the Single Audit Act (31 U.S.C. §§ 7501-7507).

**What is the official federal performance period of the funds?**

The U.S. Department of Treasury has determined that CRF funds may only cover costs *incurred* between March 1, 2020 and December 30, 2020.

**What are the accounting responsibilities and record retention requirements?**

The U.S. Treasury has limited compliance to the related provisions of the Uniform Guidance, 2 C.F.R. § 200.303 regarding internal controls, § 200.330 through § 200.332 regarding subrecipient monitoring and management, and subpart F regarding audit requirements. Effective internal controls must be established and maintained (2 C.F.R. § 200.303). Every CRF dollar should be accounted for with supporting documentation. Veterans posts should maintain documentation evidencing that the funds were expended in accordance with federal, state, and local regulations.

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**Are these funds subject to future audits or review?**

The CRF is subject to future audits to ensure appropriate use with ultimate recoupment by Treasury. Records must be made available to OBM, the Ohio Auditor of State, Independent Public Auditors that perform audits on behalf of Ohio Auditor of State, the federal government, and/or other oversight entities for audit or review. While these funds are considered payments, they are also subject to and count towards the threshold of the Single Audit Act (31 U.S.C. § 7501-7507).





# Ohio

The Ohio Grants Partnership

OHIO GRANTS FUNDING HELPFUL FOR STATE PARTNERSHIP OPPORTUNITIES RESOURCES AGENCIES

An Official Site of [Ohio.gov](http://Ohio.gov)

### Funding Opportunity

Funding Opportunity ID  
**08M0100132-CRF-Veterans Posts**  
Primary Funding Organization  
**U.S. Department of Treasury**  
Project Period Start Date  
**03/01/2020**  
Application Due Date  
**11/20/2020**

Funding Opportunity Title  
**CARES Act - Coronavirus Relief Fund - COVID Safety Funds to Veterans Posts**  
Awarding Agency  
**Office of Budget & Management**  
Project Period End Date  
**12/30/2020**  
CFDA Number/Title  
**21.019**

### Funding Application

## My Organization

In order to apply for this grant, your organization must be one of the following:

- Veterans Service Organization

Select Your Organization Type

Organization Name

Address 1

Address 2

City

State

Zip Code



The Ohio Grants Partnership

OHIO GRANTS FUNDING HELPFUL FOR STATE PARTNERSHIP OPPORTUNITIES RESOURCES AGENCIES

An Official Site of Ohio.gov



Zip Code

County

DUNS

Zip+4

Congressional District

### Application Overview

Application Title  
CARES Act -Coronavirus Relief Fund - COVID Safety Funds to Veterans Posts

Project Description  
Funding to be used to assist Ohio veterans posts in operating safety during the COVID-19 public health emergency, including supporting increased sanitation costs, maintaining social distancing, purchasing personal protective equipment (PPE) and other necessary costs to comply with public health orders and local health department recommendations and best practices.

### Payment Information

If you have a State of Ohio Supplier ID and have established banking with that Supplier ID, you can associate this application with your State of Ohio Supplier account to receive grant payments via electronic funds transfer. If you have a State of Ohio Supplier ID, please use the lookup tool to select your ID. If you submit a lookup and the results are excessive, add part of your address to the search criteria and try again. Applications without a Supplier ID or applications where the Supplier ID does not have banking associated in the State of Ohio system will be processed via check and mailed. If you wish to register as a supplier or update your banking information, you may do so at <https://supplier.ohio.gov/>. Note that this process may take several days and will delay your ability to complete this application until the process is complete.

Lookup

### Additional Questions



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An Official Site of [ohio.gov](http://ohio.gov)



### Additional Questions

The veterans post plans to reopen or is already open and is in need of the additional funding for COVID safety measures?

Limit of 1500 Characters

### Compensated Officials

In your organization's preceding completed fiscal year, did your organization receive 80 percent or more of its annual gross revenues in Federal awards and \$25,000,000 or more in annual gross revenues from Federal awards?

Yes  No

### Agreement

Authorized Representative:

First Name

Last Name

Email

Phone

Grant Contact:

Upon approval, the Grant Contact may be asked to submit activity reports related to the distribution.

First Name

Last Name

Email:

Phone:



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\* [Redacted]

\* [Redacted]

Email

\* [Redacted]

Phone

\* [Redacted]

As the duly authorized representative of the winning grant beneficiary, I certify, attest, and agree that the sub-recipient has the legal authority to spend for Federal or State assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning and management of the funds from the State Coronavirus Relief Fund and that the sponsor has the authority to obligate the sub-recipient. I affirm these funds will be used to cover costs that: a) are necessary expenditures incurred due to the public health emergency and related to the Coronavirus Disease 2019 (COVID-19); b) have not occurred for in the budget most recently approved or issued; c) are necessary expenditures for the state health emergency and other purposes related to the public health emergency; and d) are necessary for the sub-recipient to carry out the project. I understand that the sub-recipient is required to comply with all additional requirements issued by the US Treasury Office of Inspector General, US Treasury and the state's Office of Inspector General, and I agree to comply with these requirements. I understand that the sub-recipient will comply with guidance released by OIG and available on their website: https://www.oig-ohio.gov/handling-provocations.aspx.

By submitting this application, I certify (1) to the statements contained in the list of certifications\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

I Agree

Submitted By

\* [Redacted]

Please Select Submitter

Submit

Q: What happens once I submit this form?  
A: The Ohio Grants Partnership will review your registration. The Authorized Representative and Grant Contact will receive email notification once the review is complete.