



VETERANS TRUST FUND GRANT

Colorado Veterans Community Living Centers Colorado

Department of Military and Veterans Affairs

Applications Due: March 24, 2026

Applications should be submitted via the Neighborly Only Platform

Online applications will be open January 20, 2026

Please note: Applications will NOT be accepted via email

Questions?

Please contact:

Lisa Stamm, DVA Grants Manager Email:

Lisa.Stamm@dmva.state.co.us

APPLICATION TRAINING

- The Colorado Division of Veterans Affairs will hold training sessions for this year's grant application process. These sessions will cover all new details, including examples to guide applicants and training on the new online grant management system.
- For Training Dates and Webinar Links, please check the Colorado Division of Veterans Affairs website for the most up-to-date schedule. [Grants | Colorado Division of Veterans Affairs](#)
- All applicants are strongly encouraged to attend at least one training session to ensure they are familiar with this year's updates and the application process.

APPLICATION TECHNICAL ASSISTANCE

If you need **individual assistance** with your application, please contact **Lisa Stamm** to schedule a one-on-one appointment at:

Email: Lisa.Stamm@dmva.state.co.us

Veterans Trust Fund (VTF) Grant Overview

The **Veterans Trust Fund (VTF)** Grant was established in 2000 by the Colorado State General Assembly to address the needs of veterans in the state. The VTF is funded through **Tobacco Master Settlement** funds, with an annual Long Bill appropriation provided by this settlement revenue.

According to **Section 28-5-709, C.R.S.**, VTF monies may be used for:

- **Capital improvements** or needed amenities for state veterans nursing homes.
- **Costs incurred** by state veterans' cemeteries.
- **Administrative costs** incurred by the Department of Military and Veterans Affairs to manage the program. **Grants to veterans' programs** operated by nonprofit veterans' organizations that meet criteria adopted by the Colorado Board of Veterans Affairs (CBVA).

Eligibility and Requirements

Nonprofit organizations eligible to receive VTF grants must be:

- **Nationally recognized** veterans service organizations.
- Operating as a **501(c)(19)** or **501(c)(23)**.
- **Serving Colorado veterans**.

The VTF grant is governed by the **Colorado Board of Veterans Affairs** (Board) and the **Colorado Division of Veterans Affairs** (Division).

The Role of the Colorado Board of Veterans Affairs

The **Board**, comprised of **seven members** appointed by the governor, is responsible for overseeing and implementing the VTF grant program. Key responsibilities include:

- **Reviewing and approving applications:** Applicants must submit a grant application in a form adopted by the Board. A **majority vote** from the Board is sufficient to approve a grant.
- **Setting guidelines and standards:** These include the application process, criteria for selecting grantees, terms and amounts of grants, and standards for evaluating the effectiveness of veterans' programs that receive funding.

The Role of the Colorado Division of Veterans Affairs

The Division is responsible for administering the VTF grant program in compliance with statutory requirements and Board guidelines. Administrative activities include:

- **Processing applications.**
- **Assisting the Board with grant decisions.**
- **Managing and overseeing all awarded grants.**

Purpose and Scope

The Veterans Trust Fund (VTF) provides funding for **Veterans Community Living Centers (VCLCs)** for capital improvements or necessary amenities. These improvements should have a positive impact on veterans residing in these homes. Each year, a priority list of projects is established by the **Colorado Department of Human Services** to guide project selection.

Requirements

Eligible Organizations

- **Colorado Veterans Community Living Centers (VCLCs)** located throughout the state.

Eligible Projects

- **Capital improvements and amenities only.**

Terms and Limitations

- Each VCLC is responsible for submitting an application directly to both the **VTF Grant Manager** and the **Department of Human Services**.

Applications

Complete applications must be received by March 24, 2026.

Please note: ONLY Complete applications submitted through the online portal will be accepted.

Applicant's Responsibility:

- It is the applicant's responsibility to ensure that the application is received by the grant office by the deadline.
- The required forms for the **FY2027** can be found on our website.
- All required elements must be included using the provided templates and formats. Incomplete applications will **not** be considered.

Required Elements:

1. Application Form
2. Program Summary
3. Budget

Questions

For any questions, please contact the **Grant Manager**:

- **Phone:** 720-628-1480
- **Email:** lisa.stamm@dmva.state.co.us

Application Evaluation Criteria

Applications will be evaluated based on the **application** and priorities.

Grant Awards

Funding:

Applications may be funded in full or in part. If partial funding is awarded, a **Letter of Intent** and grant contract will specify any limitations.

Notification and Grant Agreement:

- Once an award has been granted, the grantee organization will receive a **Letter of Instruction** and a **Grant Agreement**. These documents will be emailed to the authorized representative.
- The **Grant Agreement** is a **unilateral agreement**—by signing and submitting the application, the applicant agrees to accept the terms and conditions upon being awarded.
- The Grant Agreement document will finalize the agreement with specific terms.

Reimbursement Eligibility:

Expenses are not eligible for reimbursement until:

- The date the agreement is fully executed,
- Or July 1, whichever is later

Grant Handbook:

The grantee will also receive a **Grant Handbook** that explains VTF VCLC grant processes and procedures. The handbook can also be found on the [Grants | Colorado Division of Veterans Affairs](#) webpage.

Requesting Reimbursement:

- In addition to submitting documentation to the Grants office, a **request for reimbursement** must be initiated in the **CORE system**:
- Create an **ITI** (Internal Transaction Initiation) and submit it to workflow.
- The **Department Code** must be **OBAA**.
- Once approved, the **DMVA Accounting Department** will issue the **ITA** (Internal Transaction Authorization).

Final Reimbursement Requests:

Any final requests for reimbursement must be submitted to the Department by **June 30 of the grant contract period**.