

FY2027 VAG Grant Application Form

Legal Name of Organization:

Alamosa County

DBA (if applicable):

Mailing Address (include physical address if different):

8900 Independence Way
Alamosa, CO 81101

Phone:

719-589-4848

Fax:

EIN:

84-6000733

Website:

alamosacounty.org

Organization Email Address:

There is no individual organization email address

Name of Authorized Representative:

Vern Heersink

Title of Authorized Representative:

Chairman

Phone:

719-587-5173

vheersink@alamosacounty.org

Program Contact (person responsible for the day to day operation of program or services to be funded):

Jamie Greeman

Contact Title:

Executive Assistant

Phone:

719-587-5161

Email:

jgreeman@alamosacounty.org

Amount of Request

\$ 80,520.00

Organization Information

Mission Statement:

“ALAMOSA COUNTY will continue to strengthen partnerships with our community through high standards of customer service, communication, and commitment; thus, striving to enhance the quality of life for everyone.”

Geographic Area Served (specific to this proposal):

Alamosa, Conejos, Costilla, Rio Grande, Saguache, and Mineral Counties

(Briefly) Describe what the grant will be used for:

The grant will be used for veteran transportation to medical appointments and emergency services for veterans seeking mental health evaluations and diagnosis.

By signing below, I certify that the information contained in this application is true and correct to the best of my knowledge and indicates an agreement to accept the terms and conditions of the grant award.

Vern Heersink, Chairman

Typed Name of Authorized Representative/Title

Date

Vern Heersink, chairman

3/6/26

Signature of Authorized Representative

Date

FY 2027 Application Narrative
 Alamosa County Veterans Service Office

1. Geographic Distribution: The Alamosa County Veteran Service Office provides transportation services and emergency medical assistance to veterans in the six counties of Alamosa, Conejos, Costilla, Saguache, Rio Grande, and Mineral. This is an area of approximately 8,193 square miles with 17 communities each of which are 20 to 30 miles apart with some as far as 60 miles or more. As a service to veterans living in Huerfano, we will pick them up as we go through Walsenburg, CO so they can get to their medical appointments in Pueblo, Colorado Springs, or Denver.

2. Number of Veterans to Be Served: According to the US Department of Veterans Affairs¹ there are 2,515 veterans in our service area. The chart below breaks out the population by county. It is interesting to note that there has been a 3.8% reduction in the

County, St	9/30/2024	9/30/2025
Alamosa, CO	751.92	733.97
Conejos, CO	446.95	433.03
Costilla, CO	299.80	281.35
Mineral, CO	73.71	73.22
Rio Grande, CO	687.03	652.38
Saguache, CO	350.51	340.55
Total	2,609.92	2,514.50
Change in population		(95.42)
PCT change in population		-3.8%

number of veterans in the Valley which we attribute to veterans passing away and or moving to communities that have more resources for them to access. Our veterans are aging so the need for the transportation program continues to grow. The San Luis Valley has less

¹ Table 9L: vetpop2023 county-level veteran population by state, age group, sex, 2023-2053

than 1% of the registered veterans in the State of Colorado. We estimate 320 are women and 2,195 are men. In the FY26 served 160 veterans; 70 were single visits and 90 used our service more than once. We anticipate serving 145 veterans, 65 unduplicated, 80 duplicated in the transportation program, 30 emergency service veterans, 9 unduplicated, 21 duplicated, and 60 veterans need gas/food cards with 42 unduplicated and 18 duplicated. These numbers are based on our service trends but they can easily be different depending on veteran's needs.

3. Need for Services: We believe there are two areas that our services are vitally needed.

Transportation: The Alamosa County Veterans Transportation is the only free transportation service for veterans in the San Luis Valley. There are other programs but they require payment or the ability to bill Medicare. In a 12-month period, we average 83 trips per month, with our drivers spending about 523 hours in a vehicle driving an average of 158 miles per trip. For this commitment, our drivers earn on average \$44.06 per trip. The program has 6 vehicles and we put approximately 2,190 miles per month on each car. We have been blessed to attract the attention of the DVA who have provided us with 3 of our 6 vehicles.

For the past 12 months, we have served 140 veterans, providing 1025 medical visits (we double

Total Veterans	140	% of Visits
Single visits	64	45.7%
<10 visits	60	42.9%
>10 visits	13	9.3%
>100 visits	3	2.1%

up veterans on many of our transports if we can) 45.71% of the veterans used the service one time. We have three veterans who use the

service more than 100 per year due to their dialysis schedules.

Emergency Services: Due to a reduction in funding, our emergency services have been tailored to meet the needs of veterans seeking behavioral healthcare services and/or PTSD counseling.

We have served 20 veterans who have received 94 visits with a local counselor who can help

them get a VA behavioral healthcare diagnosis so they can get further VA assistance.

Unfortunately, we only have one VA certified counselor in the San Luis Valley so even with a diagnosis, getting assistance is difficult. The average number of visits is 4.7 with an average cost of \$188 per veteran.

- 4. Service Gaps:** Free and (almost) on demand transportation has become a large part of our program. We now have three DVA vehicles, and two county owned vehicles including a wheelchair accessible van. At this time, we have six drivers and a Transportation Director. There is no other reliable and free transportation program in the San Luis Valley that will take our veterans to their appointments out of the Valley.

In addition to our regular emergency services, our VSO officer recognized a need for essential behavioral healthcare services that could not be accessed before receipt of VA approved benefits. To solve this problem, we have arranged for local veteran trained counselors to see our veterans as they wait for VA approval of behavioral healthcare benefits.

Based on the 8 months of surveys we have our veterans have identified the following:

Total Surveys (8 months)	635	Pct of Total Surveys
Member of a Minority Group	263	41.4%
Native American	17	2.7%
Woman	16	2.5%
Live in a Rural or Remote Area	525	82.7%
Identify as LGBTQ+	1	0.2%
Currently Incarcerated	0	0.0%
65 Years of Age or Older	454	71.5%

The chart below outlines the number of veterans we have provided services based on our internal census. This is a small community so most of our veterans come to us through word of mouth about our services. Our VSO also attends local veterans' coffees and sponsors veteran related

workshops. Finally, we keep in touch with our local partners. If they have a Veteran with needs

Number of veterans served by Alamosa County	160	Use of Service
Male Veterans	153	95.6%
Women Veterans	7	4.4%
Hispanic Veterans	72	45.0%
Male veterans using the service 1 time	65	40.6%
Women veterans using the service 1 time	5	3.1%
Male veterans using the service multiple times	90	56.3%
Women veterans using the service multiple times	2	1.3%

that we can address, they notify us and let them know to reach out to us.

- 5. Local Partnerships:** The Alamosa County Veteran’s Service Office works closely with all organizations who serve veterans including but not limited to: Volunteers of America and La Puente for housing and workforce needs, Department of Human Services for LEAP (utility assistance) and Adult Assistance Programs, Alamosa County Public Health for vaccine and other services, the local Veteran Clinic, several VA approved behavioral health physicians, American Legion, VFW, and SLV Veterans Coalition. The VSO is in contact with other County VSOs to provide wrap around care for all veterans.

Because our emergency service funding was reduced, we send veterans in need of housing assistance, food, gas, vehicle repair, utilities, etc., to La Puente Homeless Coalition who is the only entity in Alamosa that has DVMA funding for these items.

- 6. Outcomes and Effectiveness:** The Transportation and Emergency Services – Behavioral healthcare services have been extremely effect is assisting veterans in the San Luis Valley. Our transportation clients have increased from 110 to 140. The emergency service program decreased because we needed to limit our focus to behavioral healthcare services. However, we are very pleased that we have helped 20 veterans who received 94 visits with a qualified counselor. Satisfaction is staying strong also. Based on 635

surveys, which is up from the 498 received in 2025-2026, these charts show strong support and belief in the value of the programs.

Question	Agreed or strongly agreed
Program was able to address a majority of my needs	88.35%
I would recommend this organization to other veterans	88.19%
The program demonstrated cultural competence	87.24%

When asked if the program addressed their needs, more than 87% agreed or strongly agreed.

54% of the surveys indicate the services provided increase their access to healthcare and 44.7% believe we have increased their health or well-being.

Need	Pct of Responses
Increased access to health care	54.5%
Increased health or well being	44.7%
Decreased urgent need	35.0%
Decreased food or gas need	32.9%
Increased family well-being	24.7%
Increased mental health support	21.9%
Increased housing stability	8.5%
Increased job stability	4.6%

We anticipate two outcomes: veterans are able to get to their medical appointments in a timely and safe manner which can improve their access to

health care, and we are able to provide almost immediate counseling assistance to veterans in crisis so they can get a diagnosis to address their ongoing behavioral healthcare needs. The gas and food cards are supplemental assistance to veterans to help provide some economic stability. Often, we use those for veterans who come from surrounding counties for assistance because they are not able to access their own Veteran Service Officer.

Yes, we will participate in any evaluation efforts requested by DMVA.

7. **Budget:** Alamosa County is asking for a grant of \$80,520. Included in this request, as outlined below, is \$62,700 for transportation and \$10,500 for emergency services, \$3,000 for gas and food cards, and \$7,320 for program costs, mainly fuel and maintenance.

Item	Description	Unit Cost	Quantity	Total Cost
Transportation	Stipend for drivers	\$ 57.00	1100	\$ 62,700.00
Emergency Medical	Counseling	\$ 50.00	150	\$ 7,500.00
Emergency Medical	Gas/food cards	\$ 50.00	60	\$ 3,000.00
Program Costs	Gas for vehicles	\$ 3.75	1,500	\$ 5,625.00
Program Costs	Maintenance for 3 vehicles	\$ 565.00	3	\$ 1,695.00

We are asking for an increase to increase the stipend paid to the drivers. At this time, we are paying about 65% of the State of Colorado per diem. I am asking for an increase to pay them 80% of the State per diem which increases our average stipend about \$9.00 per trip from \$48.66 to \$57.00. It is getting difficult to find qualified volunteer drivers and they are the backbone of this program. A trip to Denver can take 8 – 12 hours for which the driver gets paid \$60.00. I understand this is a volunteer program, but we really need to be able to make our drivers feel appreciated for the number of hours they invest in our veterans.

We will be able to make approximately 1100 transportation trips, up from 1,000 in 2026, for medical services and assist 25 veterans with 6 counseling visits each so we can help them get a diagnosis for VA behavioral healthcare benefits. We would like to purchase 60 \$50.00 gas cards to have on hand to help veterans.

As of January, of FY26, we have served 77 transportation veterans, 5 emergency veterans, made 589 transportation trips and had 43 counseling visits.

I have included the annual budget for our Veterans Service program. As you will notice, this request is about 37% of our total budget. Alamosa County completely covers the admin cost for the program including transportation salaries, benefits, and operating costs.

We greatly appreciate your consideration and will be pleased to answer any questions.

Alamosa County Veteran Service Office FY27 Budget and VAG Grant Request		
07/01/2026 - 06/30/2027	# of visits/clients	Grant
Transportation Stipends	1100 trips/\$57	62,700.00
Transportation Program costs	10% of total program costs	7,320.00
Mental health/PTSD counseling	6 visits/25 veterans @\$50 per visit	7,500.00
Gas and Food cards	60 cards/\$50 each	3,000.00
Total Grant Expenditures		\$ 80,520.00
Proposed Budget	Program Cost	
VSO Salary	52,000.00	
VSO Assistant	20,800.00	
Transportation Director	26,000.00	
Payroll costs	21,740.00	
Dues and Meetings	1,000.00	
Telephone	2,500.00	
Travel Expenses	2,000.00	
Office Supplies	1,550.00	
Operating Supplies	3,000.00	
Total Alamosa County Budget		\$ 130,590.00
Transportation Stipends	\$ 62,700.00	
Transportation Program Costs*	7,320.00	
Food/Gas Cards	7,500.00	
Medical Assistance	3,000.00	
Total Operating Costs		\$ 80,520.00
Total Veteran Services Budget		\$ 211,110.00
Projected Funding Sources		Annual Funding
Division of Military Affairs	VSO Salary	21,000.00
VAG Grant	Transportation and Emergency Services	80,520.00
Alamosa County Investment	All other Veteran budget	99,990.00
Other Donations	All other Veteran budget	1,600.00
SLV County Investments	All other Veteran budget	5,000.00
City of Alamosa	All other Veteran budget	3,000.00
Total Budget		\$ 211,110.00
*Program costs are fuel and maintenance for transportation vehicles.		

Pre-Award Assessment Questionnaire

This information is a requirement of the Federal and State Uniform Grant Guidance Regulations. We must capture this information to comply. Please answer accurately. Note that your responses will not qualify or disqualify your organization for consideration of grant funding.

Organization name:	
Contact Name:	
Contact Phone Number:	
Contact Email:	
Date Completed:	

1. For the purposes of this grant, what type of accounting system will be utilized?

- Yes Manual or Spreadsheet
- Yes Off the Shelf Software Package
- Yes Grant Management Accounting System

2. How will grants funds be maintained separately from other sources of funding?

- Yes Separate checking account only for those funds
- Yes Manually through spreadsheets
- Yes Individual Cost Centers within Accounting Software system

3. Who approves expenditures?

- Yes Only the person operating grant program
- Yes Grant manager with Secondary approval from another individual
- Yes Grant Board approval required for all expenditures

4. How often are accounts reconciled?

<input type="checkbox"/> Yes	Monthly
<input type="checkbox"/> Yes	Quarterly
<input type="checkbox"/> Yes	Annually

5. How often are financials reviewed by the Board or governing body of the Organization?

<input type="checkbox"/> Yes	Monthly
<input type="checkbox"/> Yes	Quarterly
<input type="checkbox"/> Yes	Annually
<input type="checkbox"/> Yes	Never

6. When was the last independent financial audit conducted?

<input type="checkbox"/> Yes	Within the last year
<input type="checkbox"/> Yes	Within the last 2 years
<input type="checkbox"/> Yes	Never

7. Has your organization been found out of compliance by any governing entity?

<input type="checkbox"/> Yes
<input type="checkbox"/> No

If so, have corrective actions been implemented within specified timelines?

<input type="checkbox"/> Yes
<input type="checkbox"/> No

8. Have there been, or do you anticipate key leadership changes that may impact the grant program?

<input type="checkbox"/> Yes
<input type="checkbox"/> No

9. Do you have written policies and procedures specific to the grant program?

Yes

No

10. Do you have a written Conflict of Interest policy?

Yes

No

11. If you have or will purchase a vehicle through grant funds, do you have policies and procedures to protect assets?

Yes

No

12. How many years of experience does your organization have with grants?

5+ years

One to 5

None



Department of the Treasury
Internal Revenue Service

Stop 6525 (AM CIS)
Kansas City MO 64999-0025

In reply refer to: 0941583628
Dec. 16, 2024 LTR 4076C 0
84-6000733 000000 00

00021704
BODC: TE

COUNTY OF ALAMOSA
8900 INDEPENDENCE WAY STE A
ALAMOSA CO 81101-9417



029456

Taxpayer identification number: 84-6000733
Person to contact: CUSTOMER SERVICE
Toll-free telephone number: 877-829-5500

Dear Taxpayer:

We received your request dated Dec. 05, 2024, asking about your federal tax status. Our records don't specify your federal tax status. The following information about the tax treatment of state and local governments and affiliated organizations may help you.

GOVERNMENTAL UNITS

Governmental units, such as states and their political subdivisions, generally are not subject to federal income tax. Political subdivisions of a state are entities with the authority to exercise one or more of the sovereign powers of the state: taxation, police powers, or eminent domain. They typically include counties or municipalities and their agencies or departments. Charitable contributions to governmental units may be tax-deductible under Internal Revenue Code (IRC) Section 170(c)(1) if made for an exclusively public purpose. Generally, grantors and contributors may rely on the status of governmental units based on state or local law in determining the deductibility of their contributions.

AFFILIATED ORGANIZATIONS

* INSTRUMENTALITIES

In general, an instrumentality is an entity separate from, but affiliated with, a state or local government, and lacking any sovereign powers. Instrumentalities generally are subject to federal income tax. However, they may be recognized as tax-exempt under IRC Section 501(a) as organizations described in IRC Section 501(c), including IRC Section 501(c)(3). In addition, the income of a state or local government instrumentality may be excluded from gross income if it meets the requirements of IRC Section 115(1).

* ENTITIES MEETING THE REQUIREMENTS OF IRC SECTION 115(1)

An entity that is not a governmental unit but that performs an essential governmental function may qualify for an income exclusion under IRC Section 115(1). If the entity's income (1) is derived from a

COUNTY OF ALAMOSA
8900 INDEPENDENCE WAY STE A
ALAMOSA CO 81101-9417

public utility or the exercise of an essential governmental function, and (2) accrues to a state, a political subdivision of a state, or the District of Columbia, it may be excluded from gross income. Charitable contributions to these entities may not be tax deductible to the donors.

RULING LETTERS

To receive a ruling on its status as a political subdivision or instrumentality of a government, or on whether its income is excluded from gross income under IRC Section 115(1), a governmental unit or affiliated organization may request a letter ruling by following the procedures in Revenue Procedure (Rev. Proc.) 2019-1 or its annual successor. There is a fee associated with obtaining a letter ruling.

TAX-EXEMPT CHARITABLE ORGANIZATIONS

An organization affiliated with a state, county, or municipal government may qualify for exemption from federal income tax under IRC Section 501(c)(3), if (1) it is not an integral part of the government, and (2) it does not have governmental powers inconsistent with exemption (such as the power to tax or to exercise enforcement or regulatory powers). Note that an affiliated organization may meet the requirements of both IRC Sections 501(c)(3) and 115(1) under certain circumstances. See Rev. Proc. 2003-12, 2003-1 C.B. 316, for more information.

Most entities must file a Form 1023, Application for Recognition of Exemption Under Section 501(c)(3) of the Internal Revenue Code, or Form 1023-EZ, Streamlined Application for Recognition of Exemption Under Section 501(c)(3) of the Internal Revenue Code, to be recognized as exempt from federal income tax under IRC Section 501(c)(3), and to ensure that any charitable contributions they receive are tax-deductible to contributors under IRC Section 170(c)(2).

ADDITIONAL INFORMATION

This letter does not determine that you have a particular tax status. If you're unsure of your status, you can:

- Visit www.irs.gov/government-entities/federal-state-local-governments for government entity information.
- Visit www.stayexempt.irs.gov, an IRS site created especially for 501(c)(3) organizations.
- Read Publication 4220, Applying for 501(c)(3) Tax-Exempt Status.
- Seek a private letter ruling, following the procedures in Rev. Proc. 2019-1, 2019-1 I.R.B. 1 (updated annually).

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Dec. 16, 2024 LTR 4076C 0
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COUNTY OF ALAMOSA
8900 INDEPENDENCE WAY STE A
ALAMOSA CO 81101-9417

You can get the forms or publications mentioned in this letter from our website www.irs.gov/forms-instructions or by calling 800-TAX-FORM (800-829-3676).

If you have questions, you can call the contact person shown above between 8 a.m. and 5 p.m., local time, Monday through Friday (Alaska and Hawaii follow Pacific time).

Keep a copy of this letter for your records.

Sincerely yours,

Mrs. Sewell

Mrs. Sewell
Program Manager

029456





Department of the Treasury
Internal Revenue Service

Stop 6525 (AM CIS)
Kansas City MO 64999-0025

In reply refer to: 0941583628
Dec. 16, 2024 LTR 4076C 0
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BODC: TE

COUNTY OF ALAMOSA
8900 INDEPENDENCE WAY STE A
ALAMOSA CO 81101-9417



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- Seek a private letter ruling, following the procedures in Rev. Proc. 2019-1, 2019-1 I.R.B. 1 (updated annually).

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Dec. 16, 2024 LTR 4076C 0
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COUNTY OF ALAMOSA
8900 INDEPENDENCE WAY STE A
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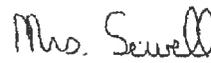
029456

You can get the forms or publications mentioned in this letter from our website www.irs.gov/forms-instructions or by calling 800-TAX-FORM (800-829-3676).

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Keep a copy of this letter for your records.

Sincerely yours,



Mrs. Sewell
Program Manager



Request for Taxpayer Identification Number and Certification

Go to www.irs.gov/FormW9 for instructions and the latest information.

**Give form to the
requester. Do not
send to the IRS.**

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See Specific Instructions on page 3.	<p>1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)</p> <p>Alamosa County</p> <p>2 Business name/disregarded entity name, if different from above.</p>	
	<p>3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes.</p> <p><input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C corporation <input type="checkbox"/> S corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate</p> <p><input type="checkbox"/> LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership)</p> <p>Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner.</p> <p><input checked="" type="checkbox"/> Other (see instructions) Government</p>	<p>4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):</p> <p>Exempt payee code (if any) _____</p> <p>Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____</p> <p style="text-align: right;"><i>(Applies to accounts maintained outside the United States.)</i></p>
	<p>3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions <input type="checkbox"/></p>	
	<p>5 Address (number, street, and apt. or suite no.). See instructions.</p> <p>8900 Independence Way</p> <p>6 City, state, and ZIP code</p> <p>Alamosa, CO 81101</p> <p>7 List account number(s) here (optional)</p>	<p>Requester's name and address (optional)</p>

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
or									
Employer identification number									
8	4	-	6	0	0	0	7	3	3

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person	Date 3/4/26
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

VETERAN'S ASSISTANCE

Policies for the Veteran Assistance Grant and other services.

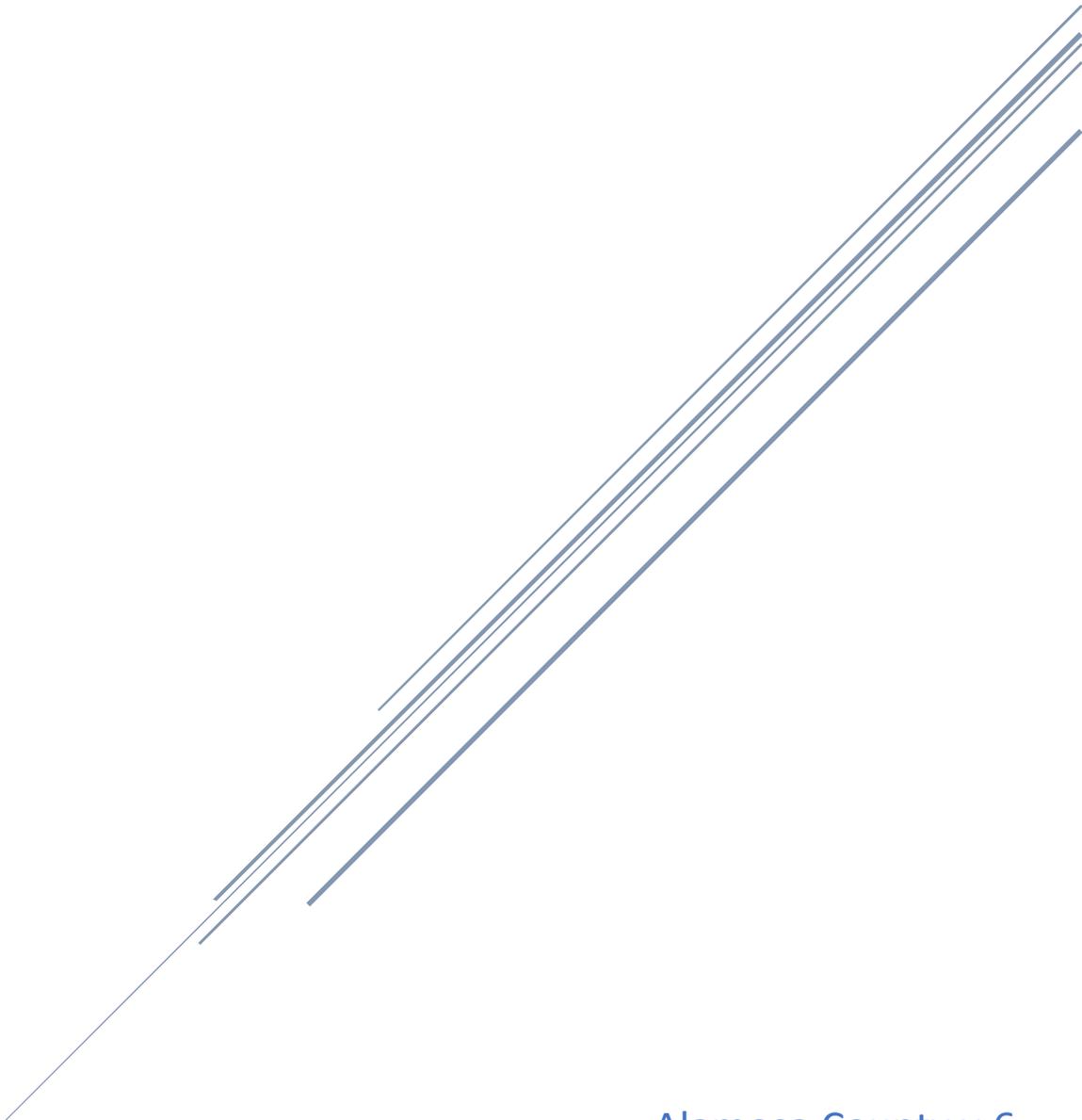


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Alamosa County receives annual funding from the Colorado Division of Military and Veterans Affairs which consists of two requests, transportation and emergency services. In order to provide the most consistent services to our veterans, we have established the following policies. While the funding amounts may vary from year to year, the overall policies will remain the same.

Transportation Program

Management:

The Transportation program is managed by the Veterans Transportation Director. This is a part time position, averaging 25 hours per week. The Director is responsible for overseeing the drivers, scheduling the transportation requests and the general repairs and maintenance of the fleet vehicles. There will be other duties arise that may fall outside of these guidelines. These may be discussed with the County Administrator or, if time is of the essence, the Director has discretion to make a decision that is in the best interest of the County, volunteer drivers and the Veteran.

Driver Stipends: This program is supported by our volunteer drivers, who are willing to give up their time to drive veterans to their medical appointments. The drivers are compensated via a stipend calculated per transportation and varies on length of the trip ie: Denver trips will receive larger stipends that a local (San Luis Valley) trip. Drivers are paid monthly.

Driver Physical/drug tests: The Disabled American Veteran provides two vehicles for Alamosa County Transportation to use. Drivers must pass a physical and drug test which are administered by the Veterans Administration before they are allowed to transport veterans. In addition, the DAV requires all drivers to take and pass 5 online classes. Veterans who must make trips to Denver for physicals and drug tests will receive the Denver stipend amount. Drivers may take the 5 online tests in the Veterans Transportation office. The time required for those tests are the equivalent of 1 Alamosa trip stipend.

Eligibility requirements: Transportation is available for honorably discharged veterans who reside in the San Luis Valley. We will ask for a copy of the veterans DD214.

Location of appointments: The funds are to provide transportation to and from medical appointments only within the San Luis Valley, Pueblo, Colorado Springs, and Denver. We will attempt to accommodate other locations such as Salida and Pagosa Springs. Under no circumstance can we transport into another state such as New Mexico.

Appointment time limitations: This service is NOT an emergency service. All out of town medical appointments must be scheduled between 8:00AM and no later than 1:00 PM. In Valley appointments can be made between 7:00 AM and 2:00 PM. Veterans should notify the Director as soon as possible so he can schedule rides. Notifications that are less than two weeks in advance of the appointment are on a first come-first service basis and we cannot guarantee that we can provide transportation.

Use of transportation: Drivers are not allowed to transport to any place other than medical appointments and back home. Drivers cannot stop at grocery stores, gas stations, etc. During out of town trips, drivers will stop for restroom and food breaks. Drivers are not allowed to "lend" money to Veterans. Veterans must be sure to bring sufficient funds to cover their expenses.

Weather: Due to changing weather conditions, all transports are made depending on safe driving conditions. If weather conditions are poor, the driver may cancel the trip and ask the veteran to reschedule their appointment.

Physical Assistance: Veterans must be able to walk or wheel to the vehicle, get in and out with minimal assistance. Drivers are willing to fold walkers and wheelchairs and slip them in the trunk/backseat. That is the extent of their assistance. Drivers are not allowed to carry extra bags, oxygen tanks, etc.

We do have a wheelchair accessible van for Veterans who may need one. As we only have one, it is used on a first come, first served basis.

Oxygen: We would prefer that a veteran use a small portable oxygen concentrator but we understand that may not be possible. Veterans using Alamosa County VA Transportation who are on oxygen may bring an oxygen tank with sufficient flow to last the full trip. If the oxygen tank is small, the veteran may bring a 2nd tank. ACVAT drivers are NOT certified EMT's and they are not allowed to provide medical assistance should a veteran have issues with their oxygen. Drivers are not allowed to change the regulator on an oxygen tank should one go empty.

The veteran will place the oxygen unit upright and secure it with a seat belt. The following rules apply:

- There will be no smoking in the car.
- Keep the windows open at least a crack so air can circulate.
- Don't leave oxygen units in a hot car.

Service Animals: Alamosa County VA Transportation does allow veterans to bring their service animal to medical appointments. Service animals must remain under the control of the veteran at all times through the use of a harness, leash or other tether. At no time will the animal be allowed to be left in the car with the driver while the veteran is at their appointment. While a service animal can be defined as a miniature horse, ACVAT does not have the ability to transport miniature horses. The Transportation Director or driver may ask of the animal is a service animal and what task the animal has been trained to perform. They cannot ask for documentation of training, demonstration of task nor ask the veteran to specify their disability.

- A service animal is defined by federal and Colorado law as a dog (or miniature horse) that has been individually trained to perform a specific task or service for a person with a disability. A service animal is considered an extension of a person with a disability and is allowed in any place that is open to the public. A service dog can only be excluded from a business or public place if it is out of control or not housebroken.
- Companion and assistance animals are a product of federal and state laws regarding housing and are defined as animals that help a person with a disability alleviate one or more symptoms of their disability while in their home. Only people with disabilities are entitled to have companion animals and even then, companion animals are only allowed in a person's home. Business owners and other places of public accommodation are not required to allow companion or assistance animals into their businesses.
- Under Colorado state law HB16-1426 (effective January 2017), it is a crime to knowingly misrepresent an animal as a service animal.

In the vehicle: Passengers can only bring items that fit on their lap or under the seat. We do not provide overnight trips so carry-on items are only needed for the day. Seatbelts must be worn at all times, and refusal to comply will result in denied transportation. things could include the veteran is sick, cannot walk, cannot get into and out of the car with minor assistance, etc. If the veteran has car sickness, please let the director know so they can be placed in the front seat.

Restroom breaks: The driver will stop approximately every 1.5 to 2 hours for restroom breaks. If a veteran is concerned that they cannot wait this long, we will try to accommodate their needs. However, we cannot allow veterans to take a bathroom break along side the highways/roads. If a veteran is incontinent, we ask that they wear absorbent briefs or pads and bring additional briefs in case of accidents.

Passengers other than the veteran: ACVAT was created to assist the veterans in the San Luis Valley. If a veteran needs assistance during the ride, we must have a medical authorization from their doctor or a clinic

authorizing the passenger. If a person needs a ride to go pick up a veteran from a VA facility and bring them home, on the same day, we can help. If a person wants to go visit a veteran in a VA facility, we cannot transport them.

Veteran misconduct: Because of unfortunate incidents, the program does have a three-strike policy for Veterans that are disrespectful, threatening or uncooperative. Infractions can include but are not limited to:

- Being disrespectful of our drivers and others. If a veteran is uncooperative, belligerent, or misbehaves in any way while being transported they may lose transportation services.
- Cancelling medical appoints and **not** notifying the office before the driver is dispatched except for extreme emergencies.
- Insisting drivers stop at unauthorized locations.
- Borrowing money from drivers.

Drivers have been instructed to complete a misconduct report if any of the above take place during transportation. The report will be kept in the Veteran's file and if the office receives three or more, Alamosa County Veteran's Transportation will discontinue service.

Emergency Services

Emergency services are administered by the Alamosa County Veteran Service Officer (VSO). Because we have limited funding, the use of these funds is tightly controlled and cannot be provided for all of our Veterans' requests. We limit funding to a one-time occurrence and normally to not more than \$500.00. The VSO has discretion regarding the use of this funding so we can assist as many veterans as possible. **Emergency services can increase, and/or decrease due to changes in grant funding.**

Eligibility requirements: Emergency funding is available for honorably discharged veterans who reside in the San Luis Valley. All veterans who are seeking emergency funds must be clients of the Alamosa County Veteran Service Office.

Access to services: Veterans who are needing emergency services can receive assistance through direct, in person requests to the Alamosa County Veteran Service Officer. We do not have on line applications or presence.

Assistance limitations: Due to funding limitations, the maximum emergency assistance a veteran can receive is \$500.00 within in a 12-month period. If the VSO determines the need is greater, they may make a reasonable exception. For example: the cost of a cord of wood is \$600 which will provide heat for the winter and the veteran is not able to pay the remaining amount.

Types of services: (services can increase and decrease due to changes in grant funding):

Short term rental/housing needs. The Veteran must provide a letter or statement from his landlord and a copy of the lease agreement to verify the Veteran is living in this particular unit and is in imminent danger of losing their residence. The letter must include a total amount due. Funding can be used for limited hotel stays while a veteran is waiting for housing. The Veteran must also be able to prove that they have been working with other agencies and/or have a way to achieve stable housing. The VSO may ask and verify that the Veteran has tried other avenues such as LEAP and other housing programs. Funds cannot be used to pay insurance or property tax. **Payment will be made directly to the landlord, or hotel.**

Utilities: Assistance with utilities which include gas, electric, propane, water, sewer and or wood. Again, the veteran must provide evidence that the location they are requesting funding for is their residence. The veteran must provide a copy of the utility statement or invoice with a total due. **Payment will be made to the vendor and not the veteran.**

Food and gas cards are available in \$50 increments if funding allows. Food and gas cards are not a “given” nor is the veteran entitled to receive them weekly or monthly. They are to be used for emergency services and needs. If the Veteran’s County VSO is not available or is not able to help and the veteran must travel to Alamosa County, the VSO can use F & G cards to help offset travel costs.

Motor vehicle: Funds can be used for vehicle repairs, license plates, and vehicle insurance so the Veteran is able to keep a job and/or attend to everyday needs. The Veteran has to show verification that the vehicle belongs to them or a caregiver, if they are not able to drive, and we will only aid with one vehicle owned by the Veteran. The veteran will need an invoice showing the work that needs to be done and the total due.
Payment will be made to the vendor and not the veteran.

Medical needs: Funding can be used for medical needs such as vision, dental, mental health, prescriptions, and other unanticipated needs. The use of these funds is for emergency needs and not routine care. The VSO will ask for verification of need. **Payment will be made to the vendor and not the veteran.**

Income Limitations: We do not limit assistance based on income. However, we do limit assistance based on need. We attempt to aid those veterans that are near Alamosa County’s poverty levels.

Right to refuse service:

Verbal/Physical Abuse: Services will be denied in cases of verbal and physical abuse of any of the Alamosa County staff. Verbal abuse includes but is not limited to the use of language to control, intimidate or hurt someone. It can include name-calling, belittling, or using controlling or threatening language. Physical abuse is defined as any intentional act causing injury or trauma to another person through bodily contact.

‘Frequent flyer’ abuse of assistance: There are many local agencies that aid those in need. However, there are individuals who repeatedly or dishonestly request assistance services they don’t genuinely need. If it comes the attention of the VSO, Transportation Director, or other Alamosa County staff that a veteran is excessively or inappropriately requesting services, Alamosa County reserves the right to refuse to provide assistance and/or transportation.

Physical Limitations: ACVT drivers are not EMTs nor are they medically trained to provide emergency medical service. For that reason, we reserve the right to refuse service if, based on the directors or drivers concern that there is a physical or medical issue that could make the trip unsafe, in any manner. Such instances are the veteran is sick, they are not ambulatory, they need more than minor assistance getting into and out of vehicles and their appointment, etc.

Complaint concerns:

If a veteran wishes to file a complaint in relation to VAG-funded services, please contact Bill Brown, Alamosa County VSO (vso@alamosacounty.org). The complaint must be in writing and should provide details regarding alleged incident which include at a minimum the names of the individuals involved, the services to be provided, and any documentation which supports the claim. If the complaint involves the Alamosa County VSO, then the complaint should be forwarded to Roni Wisdom, Alamosa County Administrator (rwisdom@alamosacounty.org). All complaints are subject to requests for additional information by Alamosa County and will be handled in a timely manner, which is deemed to be within 30 business days. The veteran will receive a letter or email based on their preference notifying them of outcome of the investigation.

If the veteran does not feel that his complaint is handled appropriately, they can reach out to Lisa Stamm, Grant Manager, at Lisa.Stamm@dmva.state.co.us.”