



AGENDA

REGULAR MEETING OF
THE VETERAN'S ADVISORY
BOARD
APRIL 29, 2021 AT 5:00 PM
ATTEND VIRTUALLY

SPECIAL PROCEDURES FOR VETERANS ADVISORY BOARD MEETING

Attendance: In response to the State's declaration of a Public Health Emergency, the Mayor's Proclamation of Emergency, and the ban on public gatherings in excess of those permitted in the current Public Health Order, the Veterans Advisory Board meeting will be conducted virtually.

Viewing: Members of the public may join the Zoom meeting by internet or phone, as follows:

Internet: To join the Zoom meeting on the internet using a computer, laptop, smartphone, or tablet, use the following link: <https://santafenmgov.zoom.us/j/91023070113?pwd=QTJrQjI3M2c3TFpCRjVaRkJYZU53UT09>.

Passcode: 141109

Attendees should use the "Raise Hand" function to be recognized by the Chair to speak at the appropriate time.

Phone: To join the Zoom meeting using a phone, use the following phone numbers and Webinar ID: **US: 1 (346) 248-7799 - Webinar ID: 910 2307 0113 - Passcode: 141109**

Phone attendees should press *9 to use the "Raise Hand" function to be recognized by the Chair to speak at the appropriate time.

The agenda and packet for the meeting will be posted at <https://santafe.primegov.com/public/portal>.

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **APPROVAL OF AGENDA**
 - a. Approve 4/29/2021 meeting agenda.
4. **APPROVAL OF MINUTES**
5. **NEW BUSINESS**



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- a. Discussion and Vote: Veterans Advisory Board Budget (Julie Sanchez, YFS Division Director, jjsanchez@santafenm.gov (505) 955-6678)
 - b. Review: Board Term Limits (Julie Sanchez, YFS Division Director, jjsanchez@santafenm.gov (505) 955-6678)
 - c. Review: Veteran Support Fund Process and Subcommittee (Julie Sanchez, YFS Division Director, jjsanchez@santafenm.gov (505) 955-6678)
 - d. Request for Approval of Memorandum of Agreement for Scholarships to Veterans and their Dependents in the total amount of \$72,000.00; Santa Fe Community College Foundation (SFCCF) (Julie Sanchez, YFS Division Director, jjsanchez@santafenm.gov (505) 955-6678)
6. **OLD BUSINESS**
 7. **PRESENTATIONS**
 - a. Santa Fe Community College Foundation (Kelly Smith)
 8. **MATTERS FROM THE COMMITTEE**
 9. **MATTERS FROM STAFF**
 10. **NEXT MEETING: No Meeting Scheduled**
 11. **ADJOURN**

Persons with disabilities in need of accommodations, contact the City Clerk's office at 955-6521, five (5) working days prior to meeting date.



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FY22 Budgeted Veterans Funds

Youth & Family	2400121	Veteran Programs	510310	Service Contracts
Youth & Family	2400121	Veteran Programs	510400	Grants and Services
Youth & Family	2400121	Veteran Programs	530200	Operating Supplies
Youth & Family	2400121	Veteran Programs	530400	Food

Total FY22 Budget

FY21	Org			Budget
2020-2021	2400121	470500	Sales of Land	\$ 10,340.00
2020-2021	2400121	480020	Interest on Investments	\$ 574.00
2020-2021	2400121		Year-to-Date Revenues	\$ 10,914.00
2020-2021	2400121	510310	Service Contracts	\$ 37,000.00
2020-2021	2400121	510400	Grants and Services	\$ 18,000.00
2020-2021	2400121	530200	Operating Supplies	\$ 15,000.00
2020-2021	2400121	530400	Food	\$ 500.00
2020-2021	2400121		Year-to-Date Expenditures	\$ 70,500.00
Fund Balance 04/16/2021*				
FY20	Org			Budget
2019-2020	2400121	470500	Sales of Land	\$ 10,340.00
2019-2020	2400121	480020	Interest on Investments	\$ 574.00
2019-2020	2400121		Year-to-Date Revenues	\$ 10,914.00
2019-2020	2400121	510310	Service Contracts	\$ 37,000.00
2019-2020	2400121	510400	Grants and Services	\$ 18,000.00
2019-2020	2400121	530200	Operating Supplies	\$ 15,000.00
2019-2020	2400121	530400	Food	\$ 500.00
2019-2020	2400121		Year-to-Date Expenditures	\$ 70,500.00
Fund Balance 06/30/2020*				

* Unaudited

15,000.00	Veteran Navigation (15k)
48,000.00	Veteran Scholarships (18k)/Assistance Fund (30k)
7,000.00	Events/Other
500.00	Events
70,500.00	

Actual		
\$ 7,972.00		
\$ 57.00		
\$ 8,029.00	\$ 8,029.00	
\$ 12,850.00		(navigation)
\$ -		
\$ -		
\$ -		
\$ 12,850.00	\$ (12,850.00)	
	\$ 115,421.05	
Actual		
\$ 21,170.00		
\$ 9,363.79		
\$ 30,533.79	\$ 30,533.79	
\$ 7,975.00		(navigation)
\$ 20,604.00		(scholarship/interfaith rent)
\$ 75.00		(veterans booth fee)
\$ -		
\$ 28,654.00	\$ (28,654.00)	
	\$ 120,242.05	

MEMBER

Calvert, Chris

[REDACTED]

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jhwconsulting@juno.com

TERM OF OFFICE

05/2019 05/2021

(07/10/2019)

05/2020 05/2022

(12/12/2018)

05/2020 05/2022

(07/10/2019)

05/2019 05/2021

(07/10/2019)

05/2019 05/2021

(07/10/2019)

05/2019 05/2021

(07/10/2019)

05/2020 05/2022

(07/10/2019)

05/2019 05/2021

(07/10/2019)

05/2019 05/2021

(07/10/2019)



VETERANS ASSISTANCE FUND PROCEDURE

Use of Funds:

Applications to the Veterans Assistance Fund must have a documented emergency or emergent situation that has caused a financial hardship. Applicants must have exhausted other means of obtaining financial assistance for the situation. The crisis situation must be an event beyond the applicant's control.

Examples could include fire, natural disaster such as flood and fire, theft or loss of essential property or primary residence, death within the immediate family, accident, illness, disability, loss of employment, utility bills, sudden primary vehicle repair, temporary shelter such as hotel, hostel, motel, travel expenses related to illness, death, or direct health care, rehab or recovery program costs, urgent unforeseen residence repair and up keep, medical expenses not covered by other sources such as dental, vision, hearing.

Any request made outside these guidelines to include non-emergency situations will be reviewed by the Santa Fe VAB on a case by case basis at the next regularly scheduled meeting.

Any agency or persons submitting for assistance funding must redact personal information e.g., social security numbers, addresses, etc. to insure the privacy of those seeking funding.

Who can request funds:

A) Veterans, Primary Dependent of Veterans (Wife/Husband/Partner), and Surviving Dependent residing within Santa Fe County,

B) Community Non-profits or governmental agencies serving veterans & dependents residing within Santa Fe County on behalf of those listed in A.

Request Procedure:

A) **Submit a written request to Santa Fe VAB, please include who the funds are needed for, how much assistance is needed, and the nature of the hardship.

B) *Submit verifiable documentation in the form of a bill, invoice, or quote, any attempts made to other agencies for assistance.

C) Submit a copy of proof of veteran status in the form of the veterans DD214, VA Health Care ID Card or DoD Uniformed Services ID Card, BIRLS, Driver's License with Veteran Status, VA Veterans ID Card and/or any other verifiable documents.

D) Submit 1 proof of Santa Fe County residency (*Bank statement, utility bill, insurance card, school statement, phone or internet bill*)

**Note, if approved funds will be paid directly to third party indicated in item (B)*

***Note, bank statements may be requested as needed*

Amount Requested:

Eligible recipients of the Veterans Assistance Fund can be granted no more than documented amount needed, up to maximum limit of \$2,000 within a 12 month period (the maximum amount may be increased by VAB approval given extreme extenuating circumstances). No more than one application may be submitted per situation. The amount awarded to all applicants cannot exceed the available fund balance.

Process for Approval:

Submission of complete application to the VAB City Liaison for review, completed and reviewed packets will then be forwarded to the VAB 3-member subcommittee will review application and supporting documents and verify with another agency(s) for non-duplication of payment service. Then they will vote to approve, disapprove, or request more information. The request will be awarded if 2/3 members vote in favor of approving request. Members will need to sign and date their decision on a printed copy of the application to be submitted to the City of Santa Fe VAB staff member for processing payment.

Approved: January 18th, 2017

Amended: February 8th, 2017

Amended: July 25th, 2017

Amended: April 10th, 2018

Amended: August 20th, 2018



VETERANS ASSISTANCE FUND COVERSHEET

Requested Information	Documentation Required	Included		
		Yes	No	N/A
Request	Letter requesting need:			
	Individual			
	Guardian/Caretaker			
	Non-Profit Agency (on agency letterhead)			
Other	Describe:			
Need	Copies of bills/quotes/ notices for assistance:			
	Rental/Mortgage/Rapid Rehousing, etc			
	Utility: _____, _____, _____			
	Medical: _____, _____, _____			
	Employment: _____			
Other	Describe:			
Veteran	Proof of Veteran status:			
	DD214			
	VA Proof of Service Letter			
	VA Healthcare Enrollment Card/VA Veterans ID			
	NM Driver's License/ID with Veterans Status			
Other:	Describe:			
Residency	Proof of Residency (just 1 of the below):			
	Lease Agreement/ Mortgage Statement			
	Utility Bill			
	Bank Statement			
Other	Describe:			
Income Status	Proof of Income (all as applicable):			
	VA Award Letter			
	Social Security Letter			
	Pay Stubs (3 consecutive)			
	Business Records (for self-employed)			
Other	Describe:			
Funding				
	Funding amount requested:	\$_____.		
Form				
	Intake Demographic Form			

ITEM # 18-0201

**CITY OF SANTA FE
AMENDMENT No. 1 TO
MEMORANDUM OF UNDERSTANDING**

AMENDMENT No. (the "Amendment") to the CITY OF SANTA FE MEMORANDUM OF UNDERSTAND, dated 25th day of May, 2016 (the "Agreement"), between the City of Santa Fe (the "City") and Santa Fe Community College Foundation (the "SFCCF"). The date of this Amendment shall be the date when it is executed by the City and the Contractor whichever occurs last.

RECITALS:

A. On August 2016, the City of Santa Fe Veterans Advisory Board (VAB) met and discussed gaps in services and potential opportunities to invest the Veterans Advisory Board Funding. It was through this discussion, the VAB found that there is a lack of funding being provided for veterans and their dependents for post-secondary education. The Vice-Chair of the VAB met with the Santa Fe Community College Foundation Director for the purpose of discussing the leveraging of funding 1:1 match between the Santa Fe Community College Foundation (SFCCF) and the VAB in the amount of \$18,000.00. The VAB make a recommendation and unanimously voted to allocate \$18,000.00 to be equally matched dollar for dollar through the Santa Fe Community Foundation. In December of 2015, the City Council unanimously voted to approve this transaction.

B. This Amendment will correct the language under Purpose, so that the amount of \$18,000 is paid annually.

C. Pursuant to Article 9 of the Agreement, and for good and valuable

consideration, the receipt and sufficiency of which are acknowledged by the parties, the City and the Contractor agree as follows:

1. PURPOSE

Article 1 of the Agreement is amended, so that Article 1 reads as follows:

A. To provide scholarship money in the amount of eighteen thousand dollars (\$18,000.00) annually for veterans and their dependents to be administered through the SFCCF.

2. AGREEMENT IN FULL FORCE.

Except as specifically provided in this Amendment, the Agreement remains and shall remain in full force and effect, in accordance with its terms.

IN WITNESS WHEREOF, the parties have executed this Amendment No. 1 to the Memorandum of Understanding as of the dates set forth below.

CITY OF SANTA FE:

CONTRACTOR:

Santa Fe Community College Foundation

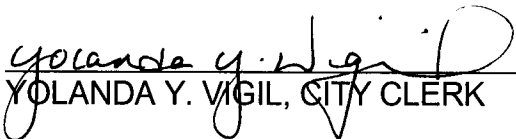

BRIAN K. SNYDER, CITY MANAGER


NAME & TITLE EXECUTIVE DIRECTOR

Date: 02/20/2018

Date: 3/2/18

ATTEST:


YOLANDA Y. VIGIL, CITY CLERK



APPROVED AS TO FORM:

MPM 2/14
KELLEY A. BRENNAN, CITY ATTORNEY

APPROVED:

Adam K. Johnson 2-23-18
ADAM K. JOHNSON, FINANCE DIRECTOR Au

22605.510400
Business Unit/Line Item