

**TABLE OF CONTENTS**  
**P&P MANUAL SECTION 8**  
**PROGRAMS**

PROGRAM OVERVIEW -----	1
AVVA HELPING HANDS GRANT -----	1
AVVA VISTA -----	2
<b>CONDOLENCE PROGRAM (INACTIVE) -----</b>	<b>2</b>
LEGISLATIVE ADVOCACY -----	2
PAPER SAFES -----	2
PROJECT FRIENDSHIP -----	3
SCHOLARSHIP PROGRAM -----	3
SECONDARY PTSD -----	3
SPOUSAL AND SURVIVOR BENEFITS SEMINAR -----	3



## **Associates of Vietnam Veterans of America, Inc.**

### **POLICIES and PROCEDURES**

#### **§ 8**

#### **I. PROGRAMS: *Overview***

- A. In accordance with the AVVA Mission and Purpose, National AVVA operates several programs designed to help Vietnam Era Veterans, veterans of other eras, the families of those veterans, and the communities in which they reside. Programs may be added as the need arises. Likewise, programs may be discontinued if it is felt that they are no longer effective.
- B. National AVVA recognizes that groups associated with VVA Chapters, Incorporated AVVA Chapters, and AVVA State Associations may have programs applicable to their level of the organization, designed to meet their local area's needs.
- C. AVVA Members also actively support VVA programs to fulfill our purpose of working in conjunction with VVA and assisting them.
- D. Programs may be added, modified, or cut based on new developments, evaluation of feasibility and usage, or other criteria as the National Board of Directors deems necessary.
- E. **Please refer to the Policies and Procedure Manual, Section 11 for details of the AVVA programs, how they work, and how people or circumstances qualify.**

#### **II. PROGRAMS: *Current Programs***

##### **A. AVVA HELPING HANDS GRANT**

- 1. The Associates of Vietnam Veterans of America, Inc. (AVVA), as part of its ongoing service to veterans and their families, offers funding in the form of grants to projects that specifically help veterans and their families, the homeless, or other qualifying projects in America, as determined by the AVVA National Board of Directors.
- 2. These grants are up to \$1,000 per project.
- 3. The project must be sponsored, supported, or endorsed by the AVVA National Board of Directors, State Councils, and Chapters of Vietnam Veterans of America, Inc., and State or Chapter Subsidiaries of Associates of Vietnam Veterans of America, Inc.
- 4. Priority is given to matching funds projects.
- 5. AVVA provides funding solely for scientific, charitable, and educational purposes.
- 6. Grants are scheduled for a one (1) year period and are considered for one (1) time or start-up projects.
- 7. The one (1) year period shall begin at grant acceptance.



## **Associates of Vietnam Veterans of America, Inc.**

### **POLICIES and PROCEDURES**

#### **§ 8**

8. Applications may be received at any time. The instructions and form for applying for this grant are in the Policies and Procedures Manual Forms section (***F-Pro08.01***).

#### **B. (AVVA) VISTA (Volunteers in Service to America)**

1. AVVA Recognizes that VA Clinic hours are already being counted and that procedure remains intact. The VISTA Program encompasses those countless hours *not* recognized or counted by the VVA's Veterans Administration Volunteer Services (VAVS).
2. The Associates of Vietnam Veterans of America give innumerable service hours to our veterans and our communities. To capture the totals and recognize those who have committed their time to AVVA's service, we have created the *VOLUNTEERS IN SERVICE TO AMERICA* (VISTA) Program. Use Form: (***F-Pro08.03***)

#### **C. CONDOLENCE PROGRAM (INACTIVE)**

1. The AVVA National Chaplain conducts this program or the individual Regional Directors if no National Chaplain is in place.
2. The VVA National Chaplain forwards to AVVA the information regarding any AVVA or VVA member who has passed away as they receive it from other members, family members, or other sources.
3. The AVVA National Chaplain or the appropriate Regional Director sends a sympathy card, under the Associates of Vietnam Veterans of America and Vietnam Veterans of America, to the best-known family member who survives the deceased member as soon as possible.
4. The program is intended to ensure that, to the best of our ability, our members will be comforted in the knowledge that AVVA knows and cares about some of the difficulties that they face in their daily lives.

#### **D. LEGISLATIVE ADVOCACY**

1. Learning how to advocate for legislation that will improve the life of veterans and their families is an integral part of AVVA's work.
2. Much can be accomplished with pen and paper and a computer when one knows how to conduct the research, write well-stated and meaningful letters to legislators, and communicate with others.

#### **E. PAPER SAFES**

1. The AVVA Paper Safe is a document that provides a venue for a veteran to record personal information, information about their service to America, investments, and location, where important documents are filed, last wishes, and more.



## **Associates of Vietnam Veterans of America, Inc.**

### **POLICIES and PROCEDURES**

#### **§ 8**

2. This is a valuable tool for any family member who may be called upon to care for a loved one who has become ill and unable to conduct their business affairs or in the event the loved one passes on.

#### **F. PROJECT FRIENDSHIP**

1. Each year, when AVVA meets, either for its National Convention or Leadership Conference, members come together to assist another non-profit organization.
2. It is common for Project Friendship to benefit a charity in the local area of the meeting, or as geographically close as can be located, that works either with veterans, homeless veterans, wounded veterans, or those who have lost a loved one in service to America.
3. AVVA feels it is essential that, as a Non-Profit Organization, we reach out to help other organizations whose mission touches on the Mission and Purpose of AVVA.
4. Project Friendship is announced annually and is the choice of the National President with the approval of the National Board.

#### **G. SCHOLARSHIP PROGRAM**

1. The Scholarship Program is intended to help veterans and AVVA members or their immediate families with educational costs to pursue an enhanced future. Please see policy Section 11 for details on handling scholarship applications and allocations.
2. The scholarship itself is named The Elayne Mackey Second Chance Scholarship.

#### **H. SECONDARY PTSD**

1. The Secondary PTSD Program is designed and intended for the spouses and families of the veterans who may return home a changed person, one that their family does not recognize. It is envisioned to bring awareness to secondary PTSD, recognize the symptoms associated with PTSD, and hope for recovery.

#### **I. SPOUSAL AND SURVIVOR BENEFITS SEMINARS (See our Programs, Link)**

1. The Spousal and Survivor Benefits Program Seminars are intended to provide a platform for AVVA Chapters to hold seminars in their local community. The sole purpose of this program is to educate spouses and survivors on what benefits are available to them because of their veteran's service. This program provides the basics for holding public seminars, and it provides informational materials for distribution during these seminars.