

THE AMERICAN LEGION
DEPARTMENT OF



HIO

60 BIG RUN ROAD
DELAWARE, OHIO 43015
OFFICE: 740-362-7478 FAX: 740-362-1429

DATE: October 7, 2023

TO: VETERANS AFFAIRS & REHABILITATION COMMISSION

SUBJECT: GUIDELINES FOR FUNDS DISTRIBUTION FOR VETERANS' TREATMENT COURT

Guidelines

1. Requested funds must be used within the State of Ohio.
2. Funds must be used for veterans only.
3. Request for funds needs to be submitted to Department Headquarters **at least a month prior to the meeting of the Department Executive Committee (DEC)** which meets April, June, August, and December of fiscal each year.
4. A detailed description stating how the funds will be allocated must be submitted with the disbursement request to Department Headquarters at least ONE MONTH prior to the subsequent Department Executive Committee (DEC) meeting in April, June, August, and December of each fiscal year.
5. Each Veterans' Treatment Court shall appoint a Legionnaire in good standing as the court representative and contact person. The Legionnaire contact person will be responsible for requesting, receiving, and distribution of funds.
6. The maximum amount of a request is \$250.00. Only two requests per fiscal year are permitted, totaling no more than \$500.00 per fiscal year.
7. A committee of three VA&R commission members, to be considered a sub-committee, is to review and approve all requests prior to a vote by the VA&R commission. This shall be completed prior to submission to Department Executive Committee.
8. All expenditures must be approved by the Department Executive Committee.

“VETERANS STRENGTHENING AMERICA”