

## Veterans Employment Program PY25

### Questions & Answers

**Questions Open:** October 31, 2025

**Questions Close:** November 24, 2025

Please note all questions have been paraphrased.

**Question: Can entities with an active VEP grant/contract apply for this current VEP grant opportunity?**

**Answer:** Entities with an active VEP grant/contract are not eligible to apply for this grant. This includes entities with regional offices operating under a single SAP Vendor ID number.

**Question: Can I apply to Opportunity 1 and 2?**

**Answer:** Applicants may apply to both grant opportunities by submitting two separate application packages. Each submission must include a distinct and targeted project narrative with clearly defined goals that reflect the specific veteran population it intends to serve.

The project narrative must:

- Clearly identify the grant opportunity being pursued;
- Outline strategic approaches tailored to that opportunity; and
- Specify the primary goal—whether to support veteran and spouse employability in Delaware County or across the Commonwealth of Pennsylvania

**Question: Is a for-profit economic development entity eligible to apply? Is a for-profit healthcare entity that offers registered apprentice programs eligible to apply?**

**Answer:** Yes, for-profit entities are eligible to apply. Grant applicants will need to describe their ability to serve veterans by proposing a plan to provide assistance to mediate barriers to veteran employment as outlined in the NGA. Providing only an employment opportunity, such as a registered apprenticeship, would satisfy only a small portion of the grant objectives. Please refer to the NGA for a complete list of evaluation criteria.

**Question: Why is there one award specific to Delaware County?**

**Answer:** Pennsylvania's state budget includes appropriated funds specific to increasing veteran employment in Delaware County.

**Question: Who should letters of support be addressed to?**

**Answer:** Please address letters of support to:

Nancy A. Walker, Secretary PA Department of Labor & Industry  
651 Boas Street, Harrisburg, PA 17121

**Question: Can funds be spent through the entire period of performance of the grant?**

**Answer:** Yes, a budget should be developed for the entire period of performance of the grant, April 1, 2026, through May 31, 2028. Grant activities should be completed by November 30, 2026, with the remaining six months dedicated to data collection on program outcomes, specifically employment retention. Invoices will continue to be submitted during the final data collection period for items such as administrative costs for data collection and reporting.

**Question: If an entity is bidding on behalf of multiple local workforce areas, can the requested budget be for more than \$200,000?**

**Answer:** If an entity is bidding on behalf of multiple local workforce areas, the entity cannot request an award amount for more than \$200,000. In this case, eligible applicants must submit individual applications. A description of the collaboration plan should be included in the project narrative as this will demonstrate the partnership and commitment of the applicant to the project, which will assist to illustrate why your organization is the best organization to provide veteran supportive services.

**Question: Can you explain what are allowable and unallowable costs?**

**Answer:** Allowable and disallowable costs are explained on page 17 of the NGA. Additionally, please review the Appendix E: Budget & Invoicing Instructions posted with the NGA which includes the Budget Preparation Instruction, Budget Justification Instructions, and Monthly Invoicing Instructions.

**Question: Are subsidized wages and stipends allowable expenses if doing some sort of on-the-job training?**

**Answer:** Yes, subsidized wages and stipends could be allowable expenses. The budget justification would need to provide a strong rationale for why this is necessary to further the purpose of the grant and details on the amount and length of the subsidy. The GFRP provides line item B3 – Other Program Expenses for this type of expense. Please review the Budget & Invoicing Instructions manuals in Appendix E for details regarding allowable costs, unallowable costs, and an explanation of cost categories.

**Question: Can you please provide a definition of requested and leveraged funds?**

**Answer:** Requested funds are the total funds requested by the applicant for the entire period of performance of the grant to implement the proposed grant activities, not to exceed \$200,000, as indicated in the NGA. Requested funds should be developed with guidance from Appendix E Budget & Invoicing Instructions. The funds should be entered by line item in the Grant Financial Reporting Package – Budget and Justification Form, also labeled Appendix E.

Leveraged funds are currently existing non-grant funds or resources that assist the grantee to carry out the initiatives described in the grant proposal. For example, if the grantee already has access to a supportive service, they could leverage this resource to provide the support to a grant eligible veteran or spouse. If you choose to include leveraged resources, they must be reflected under the leveraged portion of the budget. Additionally, please discuss the leveraged resource in the project narrative as this will demonstrate the partnership and commitment of the applicant to the project, which will assist to illustrate why your organization is the best organization to provide veteran supportive services. Leveraged funds are not required for this grant.

**Question: Are administrative costs the same as indirect costs?**

**Answer:** No. Indirect costs can be either administrative or program depending on the purpose. Please refer to Appendix E, the Budget & Invoicing Instructions, posted with the NGA, for an explanation of administrative and indirect costs. Note that Administrative costs cannot exceed 10% of the requested funding. Administrative costs include accounting and budgeting functions, and the cost of goods and services required for such functions of the program. These costs are defined in Appendix E. Anything not listed as an administrative cost is a program cost.

Indirect costs are defined in the cost principles as those costs incurred for a common or joint purpose, benefiting more than one cost objective, and not readily assignable without a disproportionate effort. Indirect costs are usually recaptured through the application of an indirect cost rate, and the costs are usually accumulated within the organization in an indirect cost pool.

If charging indirect costs to the grant, include the current approved Negotiated Indirect Cost Rate Agreement signed by the Federal cognizant agency, or a de minimis justification, as an attachment to the application.

**Question: Are employee costs allowed?**

**Answer:** Yes, a budget can be developed to include employee salaries and fringe benefits for administrative and program costs. Please refer to Appendix E, the Budget & Invoicing Instructions, for an explanation of allowable costs, unallowable costs, and an explanation of cost categories. Applicants are strongly encouraged to demonstrate their ability to develop a budget utilizing cost-efficient strategies.

**Question: Must participants be unemployed to be enrolled in the VEP grant?**

**Answer:** No, but if they are employed, their goal should be to skill-up or gain full-time employment if they are currently working part-time.

**Question: Does L&I have an estimate or range of an expected number of veterans to be supported with this grant opportunity?**

**Answer:** No, there is no expected number of veterans to be served through this grant opportunity. L&I is prioritizing innovative and comprehensive strategies to address employment barriers as a path to secure veteran employability. These strategies should include an outreach plan to veterans, spouses and employers as described in the NGA.

**Question: To establish spouse eligibility, would it be acceptable to use an expired spouse ID card?**

**Answer:** A spouse ID card cannot be expired. If the card is expired, the spouse must provide their spouse's DD214 and evidence of marriage, such as a marriage certificate.

**Question: I understand that the Excel budget form is available on L&I's webpage. Are all appendices available on L&I's webpage as fillable forms?**

**Answer:** Yes, all appendices are available on [L&I's webpage](#) and are fillable forms as appropriate. For example, Appendix D Letters of Support is a template and therefore, is not a fillable form.

**Question: Is the State able to provide any additional data or information to help inform our approach in terms of numbers? For example, how many eligible veterans are there across PA? Or can you share the number of eligible veterans by county?**

**Answer:** L&I recommends contacting your [county director of veteran affairs](#) to identify local veteran data. Pennsylvania's [Department of Military and Veteran Affairs](#) can also be a good source of information.

**Question: Does L&I plan to make a renewal grant available after the period of performance of this current grant opportunity?**

**Answer:** L&I releases Notices of Grant Availability (NGA) after carefully assessing workforce needs in Pennsylvania and the availability of current federal and state funding. L&I will not make renewal grants after the end of this period of performance. Any future grants for this purpose will be made on the basis of future NGAs and would require a new grant application.