VA 8

COUNTY VETERANS' SERVICE GRANTS

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VA 8.01 Classes of counties. Counties shall be divided into 8 county veterans' service officer pay range classes, based upon state pay schedule no. 1 for general non-represented administrative and management positions. These classes shall be determined by the general population of the county as based upon the latest census compiled by the bureau of census, as follows:

	Population Range	Pay Range
Class I	under 5,000	1–06
Class II	5,000 to 12,499	1–07
Class III	12,500 to 19,999	1–08
Class IV	20,000 to 44,999	1–10
Class V	45,000 to 74,999	1–12
Class VI	75,000 to 149,999	1–13
Class VII	150,000 to 499,999	1–14
Class VIII	over 500,000	1–15

History: Cr. Register, December, 1973, No. 216, eff. 1–1–74.

VA 8.02 Application, report and eligibility. (1) APPLICATION. Application for county veterans' service grants shall be made by the county not later than 60 days after the start of the fiscal year for which the grant is claimed on forms prepared by the department. An application must be accompanied by a copy of the budget proposed for the county veterans' service office for the fiscal year for which the grant is claimed. Application shall be made annually, and the county must meet minimum budget and operating standards established by the department for the county veterans' service office in order to qualify for each succeeding grant.

(2) REPORT. For the initial application, a copy of the last report, if any, to the county board or county clerk covering operation of the county veterans' service office and county veterans service commission shall be submitted with the application, and when such report for the fiscal year immediately preceding the fiscal year for which the grant is claimed has been completed it shall also be submitted to the department. For subsequent applications, a report on county veterans' service office operations shall be submitted on uniform report forms established by the department as soon as completed. The department shall establish a standard system for evaluating the various types of veterans' service work performed by county veterans' service offices, including applications submitted for state and federal benefits, travel in veterans' service work, veterans service commission activity, etc.

(3) ELIGIBILITY. Only a county which meets minimum budget and operating standards established by the department and which chooses

any new county veterans service officer elected after August 5, 1973, from a list of candidates certified by the director of the state bureau of personnel or appoints such service officer under Chapter 63, Wis. Stats. may be eligible for a grant. No grant shall be dispursed until the report required and a certified copy of the budget adopted by the county board for county veterans' service office operation for the fiscal year for which the grant is claimed have been received by the department.

History: Cr. Register, December, 1973, No. 216, eff. 1–1–74.

VA 8.03 Budget and operating standards. In order to qualify for a county veterans' service grant, a county: (1) Must employ a full time county veterans' service officer whose monthly salary shall meet the applicable pay range hiring minimum for its class for a county veterans' service officer who has not attained tenure and the applicable state pay range permanent status in class minimum for its class for a county veterans' service officer who has attained tenure. Provided, however, that if the difference between the county veterans' service officer's present salary and the salary to which such service officer would be entitled under the above minimum standards is greater than $2,700, the county involved will not be disqualified for its initial grant if it agrees to use at least $2,700 of such grant to increase such service officer's salary and that, if the difference between a county veterans' service officer's salary and the salary to which such service officer would be entitled under the minimum standards is less than $2,700, the county involved will not be disqualified for its initial grant if it agrees to use sufficient proceeds from such grant to increase its service officer's salary to the minimum to which such service officer would be entitled under the above standards.

(2) Shall provide sufficient staff to permit adequate service to its veterans and, if it is not required that full time or part-time staff be hired in addition to the county veterans' service officer to provide such service, shall keep the county veterans' service office open and staffed during normal county working hours by providing staff from full time county offices who will receive telephone and personal inquiries in the absence of the county veterans' service officer during such hours.

(3) Shall authorize sufficient travel by the county veterans' service officer and service office staff to permit adequate service to the county's veterans, including out-of-county travel to hospitals, offices of veterans' agencies and veterans' service conferences, institutes, and workshops, and shall provide for equitable allowance or reimbursement for such travel at the same rate other county employees are paid.

(4) Shall authorize sufficient supplies and services to permit adequate service to the county's veterans, including telephone expenses.

(5) Shall provide adequate service to the county's veterans through the county veterans' service office.

History: Cr. Register, December, 1973, No. 216, eff. 1–1–74.

VA 8.04 Revision of standards. No revision of minimum budget and operating standards shall be made by the department until proposed new standards have been reviewed by the county veterans' service officers' advisory council.

History: Cr. Register, December, 1973, No. 216, eff. 1–1–74.

VA 8.05 Use of grants for salary supplements. A county may use all or any part of its county veterans' service grant to supplement its salary payments to its county veterans' service officer or service office staff or for other budgeted expenses of the county veterans' service office.

History: Cr. Register, December, 1973, No. 216, eff. 1-1-74.