**Department of**

**Memorandum**

**Veterans Affairs**

Date: [Insert Date]

From: [Insert VAMC Name/Station]

Subj: VA Grant & Per Diem (GPD): Providing Per Diem for Veterans with Minor Dependents

To: VA GPD, VHA Homeless Programs Office (11HPO)

1. [Insert Grantee’s Legal Name; Insert Project FAIN] has proposed a change of scope to request reimbursement of per diem payments to provide services for minor dependents of Veterans enrolled in the GPD program. The grantee has consulted with our medical center and we are in support of the proposed change of scope.
2. The VA GPD liaison, [insert liaison name], will continue with provide grant oversight in accordance with all applicable regulations, as well as provide a review care of minor dependents in during routine environment of care reviews.

[INSERT VAMC DIRECTOR’S NAME, CREDENTIALS]