



# COMMONWEALTH of VIRGINIA

## *Department of Veterans Services*

Charles Zingler  
Commissioner

Telephone: (804) 786-0286  
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### **Suicide Prevention and Opioid Addiction Services (SOS)** **Community Grant Program**

Grant Agreement  
FY26-RFA5-002

This Agreement is made as of this 1st day of October 2025, by and between the Virginia Department of Veterans Services, hereinafter called "DVS," and Alex Sebby, LLC. DBA Words of Veterans, herein after called the "Sub-grantee." The EIN number for Alex Sebby LLC. DBA Words of Veterans is **82-1443445**.

The parties to this Agreement, in consideration of the mutual covenants and stipulations set out herein, agree as follows:

(1) GENERAL PROVISIONS:

This Agreement is a grant award from DVS to the sub-grantee. DVS has received this grant from state general funds. The sub-grantee shall implement the project as set forth in the grant Agreement documents. These documents consist of:

- (1) Executed Grant Agreement
- (2) Scope of Work and Work Plan
- (3) Project Budget
- (4) Grant Assistance Agreements and DVS General Terms and Conditions and Assurances

Nothing in this Agreement shall be construed as authority for either party to make commitments, which will bind the other party beyond the Scope of Work contained herein. Furthermore, the sub-grantee shall assign, sublet, or subcontract any work related to this Agreement or any interest it may have herein with full compliance with state procurement regulations. The schedule of service set forth in the Scope of Work shall be deemed to have been consented to, as required by the preceding sentence, upon the execution of this Agreement by DVS.

(2) SCOPE OF WORK:

The sub-grantee shall provide the service to DVS set forth and summarized in the Scope of Work and the project Workplan. All deliverables shall conform to accepted standards and practices. If there is any change in the original scope of work, a formal request must be made to DVS for review and approval prior to implementing the change. These attachments are consistent with the original DVS grant project application. The sub-grantee shall provide DVS with quarterly reports and a final report on the progress of work set forth in the Scope of Work. The quarterly reports and final report shall contain the following components: (1) a narrative describing in detail the progress of the sub-grantee in fulfilling the provisions of the Scope of Work.

The first quarterly report is due to DVS at the end of the first quarter following the award of the grant.

Reporting Period

January 1 – March 31

April 1 – June 30

July 1 – September 30

October 1 – December 31

Report Due to DVS

no later than April 15

no later than July 15

no later than October 15

no later than January 15

(3) TIME OF PERFORMANCE:

The services of the sub-grantee shall begin on the date of sub-grantee's signature of this document and terminate on **September 30, 2026**, unless otherwise altered through provisions of this Agreement or extended by written authorization of DVS. Requests for time of performance extension must be received in writing by DVS no later than 90 days prior to the termination date with reasons for the requested time of performance extension and the amount of additional time requested. All time limits stated are of essence of this Agreement. All funds must be obligated no later than the project completion date.

(4) COMPENSATION:

The total grant award from DVS is **\$35,000** provided through the Suicide Prevention and Opioid Addiction Grant Program. The grant award will be issued in one upfront payment.

(5) DISCLOSURE:

The grantee must disclose any past relationship with the Virginia Department of Veterans Services (DVS), prior to accepting any grants from the Suicide Prevention and/or Opioid Addiction Services Program (SOS).

(6) BREACH AND TERMINATION:

In the event of breach by the sub-grantee of this Agreement, DVS shall provide written notice to the sub-grantee specifying the manner in which the Agreement has been breached. If a notice of breach is given and the sub-grantee has not substantially corrected the breach within sixty (60) days of receipt of the written notice, DVS shall have the right to terminate the Agreement. The sub-grantee shall be paid for no service rendered or expense incurred after receipt of the notice of termination, except such fees and expenses incurred prior to the effective date of termination that are necessary for curtailment of its work under the Agreement.

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Termination of this Agreement can occur as an effect of one of two results: First, as a result of the proper completion and closeout of this project. Second, termination may occur as a result of *Termination for Convenience* or other termination as allowed or required by DVS for projects, which cannot be completed as described in the DVS approved grant project application and the Scope of Work, herein. Communication of this decision and information related to the project termination will be provided to the sub-grantee through registered mail.

DVS/SOS reserves the right to exercise the “**claw back**” clause for any activities or behaviors that do not comply with this agreement.

(7) **ADDITIONAL REQUIREMENTS:**

- At least one company representative (grantee) must be present at each virtual quarterly check-in meeting.
- At least one company representative (grantee) must be present for at least one of the Suicide Prevention Symposiums during the grant year.
- All data related to information gathered from participants of the services funded by SOS grant funds must be kept in a secure location, protected by a password, key lock or combination lock or any combination of the aforementioned methods and be HIPAA compliant.
- All grantees **MUST** conduct an evidence-based suicide screening **AND** an evidence-based substance use screening on every participant of services paid for through SOS grant funds. If any participant rates anything other than zero or low risk, an appropriate referral **MUST** be made.
  - i.e., moderate risk-referred to behavioral health professional for follow-up.
  - i.e., high risk-call 988, local Community Services Board/Mental Health (warm hand off)
- All grantees are encouraged to register with DVS’s Virginia Veterans Network (VVN).
- SOS grant funds must be used for Virginia’s Service Members, Veterans and their Families (SMVF) only.

IN WITNESS THEREOF the parties have caused this Agreement to be executed by the following duly authorized officials:

**Sub-grantee:**

**Grantor:**

**Alex Sebby, LLC. DBA Words of Veterans**

**Virginia Department of Veterans Services**

By:

By:

\_\_\_\_\_

\_\_\_\_\_

Date:

Date:

\_\_\_\_\_  
Authorized Sub-grantee Signatory

\_\_\_\_\_  
DVS Authorized Representative

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## Scope of Work: Suicide Prevention - Caregiver Support

All locations and events determined by the Virginia Department of Veterans Services. Ideally events will include the Richmond VA Hospital or Fredericksburg VA Hospital Public Affairs Officers. The Fredericksburg VA hospital is my preferred location.

### 1. Veteran Storytelling Sessions (One-on-One & Group) - Aug. 29, 2025 - Marine Forces Reserve Birthday

We will conduct structured storytelling sessions where Veterans and SMVF can share their life journeys, service experiences, transition stories, or memories they wish to preserve.

### 2. Family Voices Series - Sept. 11, 2025 - Patriot Day

In recognition that the families of Service Members and Veterans play a crucial role in the military journey, we will launch a future Family Voices? series. This initiative will invite spouses, parents, siblings, and children to share their perspectives through written or recorded stories.

### 3. SMVF Words of Veterans Blog Story Archive - Sept. 18, 2025 - Air Force Birthday

Stories collected from participants will be preserved in a growing digital archive at Words of Veterans, categorized by theme, era, branch, and experience. Select stories will be produced as blogs and even short videos serving as educational, inspirational, and therapeutic resources for the SMVF community and the public.

### 4. Writing & Healing Workshops - Sept. 19, 2025 - POW/MIA Recognition Day

We will offer periodic writing workshops for Veterans and their families, focused on self-expression, legacy writing, and trauma-informed creative practices. These workshops will be co-facilitated by Veterans and professional writers. The goal is to help participants explore emotions, reduce isolation, and build a sense of purpose through words.

### 5. Local Community Story Circles & Events - Sept. 29, 2025 - Gold Star Mother's and Family's Day

Hosted quarterly in Veteran-friendly venues (such as VFW halls, libraries, or partner nonprofits), these live story circles will encourage in-person dialogue, connection, and sharing. Each event will spotlight 3-5 SMVF storytellers, followed by open mic sessions and resource sharing. We will collaborate with local VSOs to provide on-site support services and outreach.

### 6. Digital Media and Podcast Series - Oct. 13, 2025 - Navy Birthday

To amplify Veteran voices and reach broader audiences, we will refer veterans and their family members to podcasts featuring Veteran storytellers, their families, mental health advocates, and community leaders we have established relationships with. Topics will include mental health, military culture, transition to civilian life, family dynamics, and purpose after service.

### 7. Veteran Tribute Campaigns (Themed) - Oct. 26, 2025 - National Day of the Deployed

these online campaigns will showcase curated stories, artwork, and quotes from Veterans and families. Interactive storytelling challenges and social media engagement activities will invite SMVF participation and increase public awareness and appreciation.

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8. Veteran-to-Veteran Peer Story Mentorship - Nov. 10, 2025 - Marine Corps Birthday  
To deepen community support, we will launch a peer mentorship component where Veterans who've already shared their stories can coach and encourage new participants. This peer-guided model reinforces connection, empowerment, and leadership development within the Veteran community.

9. Educational Partnerships & Youth Engagement - Nov. 11, 2025 - Veterans Day  
To bridge generations and educate future leaders, we will offer storytelling collaborations with local high schools, colleges, and youth groups. Veterans can share their stories with young people in classroom settings or recorded formats. Students may be invited to help document, illustrate, or produce digital versions of stories.

10. Veteran Resource Connection & Referrals - Dec. 13, 2025 - National Wreaths Across America Day  
Through all activities, we will provide warm handoffs and referrals to trusted Veteran service providers including mental health resources, housing assistance, and legal support. Every story session and public event will include a short resource orientation and printed/electronic access to local and national support services.

I have given about 10 virtual "Write Your U.S. Military Story" classes in the past year at different Elder Learning Centers in Virginia.

- <https://llichesterfield.org/>
- <https://www.richmond.edu/>
- <https://llinova.org/>
- <https://encorelearning.net/>

So in total about 10 classes in 2024 and 2025. I believe offering a free Words of Veterans book voucher will significantly increase attendance. All activities above are good opportunities to distribute Words of Veterans print your book vouchers.

**Project Awarded Budget – Funding Source DVS:**

<b>Cost Type</b>	<b>Quantity</b>	<b>Cost</b>	<b>Total</b>
Lulu Printing and Binding	1000	\$14.00	\$14,000.00
Postage	1000	\$6.00	\$6,000.00
Operational Costs	1000	\$15.00	\$15,000.00
<b>Total Project Costs</b>			<b>\$35,000</b>

# SOS Community Grants

## Non-Supplanting Certification

I certify that any funds awarded under SOS Community grants will be used for program activities outline in the scope of work and will not replace (supplant) funds.

### **Designated Agent**

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Name

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Signature

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Title

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Agency