

## MINORITY VETERANS PROGRAM COORDINATOR

1. **REASON FOR ISSUE:** This directive transmits the policies, guidance, and procedures in the utilization of the Minority Veterans Program Coordinator (MVPC) collateral, half-time or full-time position. The MVPC was established under the Center for Minority Veterans (CMV) as a grassroots minority outreach program to increase local awareness of minority issues and to develop strategies for increasing minority participation in all of the Department of Veterans Affairs (VA) service delivery areas.
2. **SUMMARY OF CONTENTS:** This directive sets forth the duties and responsibilities of Administration Under Secretaries and facility Directors as they relate to VA's MVPC program as well as the duties of the Director of the CMV in supporting the role of the MVPC.
3. **RESPONSIBLE OFFICE:** The Director, Center for Minority Veterans (OOM), is responsible for the contents in this directive. Questions may be referred to the Director, Center for Minority Veterans, at (202) 273-6708.
4. **RELATED HANDBOOK:** VA Handbook 0801, Minority Veterans Program Coordinator.
5. **RESCISSIONS:** None

/s/  
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Secretary

Certified by:

/s/  
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**MINORITY VETERANS PROGRAM COORDINATOR****1. PURPOSE AND SCOPE:**

a. This directive establishes the policies and procedures in the utilization of Minority Veterans Program Coordinators (MVPCs). This directive sets forth the duties and responsibilities of each Administration Under Secretary and facility Director as they relate to the Department of Veterans Affairs (VA) Minority Veterans Program Coordinators, as well as the duties of the Director of the Center for Minority Veterans (CMV).

b. In November 1994, the President signed Public Law 103-446, Veterans Benefits Improvement Act of 1994, establishing the Center for Minority Veterans (CMV) to recognize and respond to segments of the minority veteran population who for, one reason or another, have special needs, are underserved, or are alienated from the mainstream of our society.

c. Under the CMV, the MVPC program was established as a grassroots minority outreach program to increase local awareness of minority issues and to develop strategies for increasing minority participation in all of VA service delivery areas.

d. The Secretary's memorandum dated April 25, 1995, implemented MVPCs at each VA medical center, regional office, and national cemetery. Through the efforts of the MVPCs, services and benefits delivery to minority veterans would be greatly improved.

e. The primary goal of the MVPC is to promote the use of VA benefits, programs and services by the following minority groups: Asian American and Pacific Islander, African American, Hispanic, and Native American including American Indian, Alaskan Native, and Native Hawaiian.

**2. RESPONSIBILITIES:** VA's policy is that the Veterans Health Administration (VHA), the Veterans Benefits Administration (VBA), and the National Cemetery Administration (NCA) must appoint an appropriate number of Central Office (VACO) MVPCs for each Administration. They must also appoint a Facility Minority Veteran Program Coordinator (FMVPC) at each of their medical facilities, regional offices, and national cemeteries. Therefore, effective immediately, using the policy and guidance stated in this directive, Under Secretaries and facility Directors must establish and assign the appropriate Central Office (VACO) MVPC and FMVPC positions in accordance with the above policy.

a. The Director, CMV, shall:

(1) Serve as the Secretary's senior advisor for establishing MVPC program policies and procedures and for monitoring program implementation.

(2) Conduct training forums and perform other educational and instructional activities that assist the VACO MVPCs and FMVPCs in promoting use of VA benefits, services and outreach to minority veterans.

b. Each Administration shall:

(1) Support MVPCs and ensure they are provided the necessary resources to be effective and efficient to perform the functions inherent in the description of this duty, (e.g., numbers of hours allocated to perform the duties, computer access/email, and funding for projects and/or special programs as required), and

(2) Implement policies and procedures established by this directive and provide the necessary resources for facility initiatives.

c. Facility Directors shall: Support FMVPCs and ensure they are provided the necessary resources to be effective and efficient to perform the functions inherent in the position description for this duty, (e.g., numbers of hours allocated to perform the duties, computer access/email, and funding for projects and/or special programs as required).