



VIRGINIA RISK SHARING ASSOCIATION

Risk Management/Management Professional Development Grant FAQ's

Revised July 2025

Who is eligible to participate? All active members of VRSA.

What is the purpose of the grant program? To assist initiatives designed to address risk management concerns, including but not limited to current hazards and risks; reducing exposure and associated risk; addressing outstanding recommendations; and improving risk management efforts through education. Grants are available on a first-come, first-served basis.

How much is my entity eligible to receive? The maximum eligibility for each entity is based on the premium and coverage purchased through VRSA. Reimbursements are made based upon the amount spent, not the amount for which members are eligible.

Tier I Combined Premium: < \$28,000			
Liability or workers' compensation	\$250	Liability and workers' compensation	\$500
Tier II Combined Premium: \$28,001 - \$125K			
Liability or workers' compensation	\$1,000	Liability and workers' compensation	\$2,000
Tier III Combined Premium: \$125,001 - \$500,000			
Liability or workers' compensation	\$2,000	Liability and workers' compensation	\$4,000
Tier IV Combined Premium: >\$500,000			
Liability or workers' compensation	\$5,000	Liability and workers' compensation	\$5,000
<i>Combined premium does not include LODA or Excess Coverage payments.</i>			

How long is the grant application? The grant application is one page. Questions include how funds will be used to address a risk management need, as well as the coverage area in which it applies – i.e. workers' compensation or liability.

When will I know if my application is approved? You will receive a confirmation e-mail within approximately four weeks of submitting your grant application regarding the status of the application.

When do I need to submit my proof of purchase for reimbursement? Submit your proof of purchase as soon as possible after receiving your confirmation e-mail. If your ability to make the purchase depends on grant funding, please wait until you have received confirmation of acceptance before initiating your purchase.

When will I receive my reimbursement? Grant checks are distributed no later than the end of the month in which your proof of purchase was received, if they are received within 7 – 10 business days of the end of the month.

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Application process:

1. Submit the completed application through the VRSA website.
2. You will receive an acknowledgment of your submission via e-mail.
3. Notification emails are sent indicating acceptance/denial of your application.
4. Grant award checks are made payable to the entity and mailed to the address we have on file. The letter will be addressed to the contact provided on the application.

What is excluded/restricted?

- AEDs and/or first aid kits
- Laptops, tablets, smartphones, computers, consumer electronics, or computer programs.

How many applications may I submit? Please try to condense all requests from your entity into one application. It is important to coordinate with all department heads to prioritize the needs of the organization and thus prevent multiple grant requests from one entity.

Can I apply more than once? You may apply more than once if your entity's cap has not been reached and funds are still available.

When/where do I send proof of purchase? Please send the qualifying proof of purchase(s) to Thomas Bullock at: tblullock@vrsa.us as soon as you have completed your purchase.

Qualifying proof of purchase includes paid receipts, canceled checks, or an invoice. The following are NOT acceptable forms of proof of purchase: vendor quotes, purchase orders, or letters of scope of service that do not confirm payment for contracted projects.

How do I know if an item has been funded in the past? You may contact your member services representative or safety consultant at 800-963-6800 for a history of what your entity has been granted in previous years.

Professional Development Scholarships

Professional development scholarships are meant to cover training on management, leadership, and governance. These funds are intended to assist in cultivating skills, enhance career advancement, and foster professional growth by providing financial assistance for specialized programs in Virginia. They are not meant to cover expenses for conferences, continuing education, or to maintain certifications or licenses.

How many times can I apply for a scholarship? You may apply for up to two consecutive scholarships.

How many employees can apply during a grant cycle? Up to two employees per member entity can apply during the grant cycle.

How much grant funding am I eligible to apply for? VRSA will pay up to half of the cost of the training and reserves the right to adjust the figure on a case-by-case basis depending upon available funds.