



**Division of  
Veterans' Services**

**KATHY HOCHUL**  
Governor

5/20/2022

Ken Secor, Director  
Albany County Veterans Bureau  
162 Washington Ave  
7th Floor  
Albany, NY 12207

Dear Treasurer:

Under the provisions of Section 359 of the Executive Law, an allocation of \$35000.00 has been made from the Aid to Localities Funds to provide services to veterans in your locality. This amount is based on available appropriation. The Office of General Services will be administering this allocation on behalf of the Division of Veterans' Services.

This allocation represents the maximum amount of State Aid you can receive during the period April 1, 2022 to March 31, 2023. Please note that this allocation may lapse on September 15, 2023.

You will be reimbursed, up to the allocated amount and based on availability of funds, for **fifty percent** of actual, approved expenditures. Prior to the disbursement of any funds, an approved budget representing only Veteran Service Agency and claims made from expenses such as VSA payroll expenses incurred **during the period January 1, 2022 through December 31, 2022** must be attached to the Claim for Payment form. If claiming payroll expenses, **you must include the individual payroll records**. The completed Claim For Payment (voucher) should be returned via mail or email (preferred) to:

**Roselyn Disonell**  
**OGS Div. of Financial Administration**  
**P.O. Box 2166**  
**Empire State Plaza**  
**Albany, NY 12220-0282**

**OR**

[Roselyn.Disonell@ogs.ny.gov](mailto:Roselyn.Disonell@ogs.ny.gov)

Should you have any questions regarding the claim process, please contact Roselyn Disonell at: [Roselyn.Disonell@ogs.ny.gov](mailto:Roselyn.Disonell@ogs.ny.gov) or (518) 486-4904.

If you should have any other questions about the VSA program, please contact Jason Chakot at: [Jason.Chakot@veterans.ny.gov](mailto:Jason.Chakot@veterans.ny.gov) or (518) 474-6114.

Sincerely,

*Jason Chakot*

Jason Chakot  
Deputy Director of Administration

cc: Veterans Service Agency