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| **PART VI. Employment Services**  **Section A. VR&E Employment and Placement Services** | |
| **CHAPTER 9. SELF EMPLOYMENT** | |
| **Objectives** | After completion of this training, VR&E staff is expected to:  • Know how to develop an effective plan of services for self-employment.   * Understand the process for monitoring progress of Veterans in a self-employment plan. |
| **Contents** | **Self-Employment Overview**  a. Self-Employment Principles  b. Self-Employment Services for an Existing Business  **Completion of a Comprehensive Evaluation**  a. Responsibilities  b. Preliminary Self-Employment Evaluation Questions  c. Preliminary Self-Employment Evaluation Findings  **Categories Assignment for Self-Employment Assistance**  a. Category I  b. Category II  c. Provision of Service  1. Services Available to Veterans classified as Category I  2. Services Available to Veterans classified as Category II  3. Services and Assistance VA May Not Authorize  **Develop a Proposed Business Plan**  a. Business Plan Development  1. Responsibilities  2. Resources  b. Review and Analysis of Business Plan  1. Addressing Viability and Feasibility  2. Responsibilities  3. Resources for Business Plan Analysis  c. Summation of Business Plan Analysis  **Develop and Implement a Self-Employment Rehabilitation Plan**   1. Individualized Written Rehabilitation Plan (IWRP)/Individualized Employment Assistance Plan (IEAP) Development   b. Self-Employment Plan Concurrence  c. Case Management  **Self-Employment Services in Conjunction with a State Rehabilitation Agency**  **Limited and Specifically Defined Employment Assistance**  **Required Documents for the Delivery of Self-Employment Services**  a. The Self-Employment Fact Sheet  b. Preliminary Self-Employment Evaluation  c. VAF 28-0795, Business Plan Review Guide  d. VAF 28-0794, Self-Employment Plan Approval Request  e. VAF 28-8872, Rehabilitation Plan  f. Case Support - CWINRS’ case notes, VAF 28-1905d, and VAF  119 |
| **Appendices** | Appendix O. VA Forms |
| **Exercises** | 1. Define the circumstance in which a Veteran may be provided assistance for self-employment? 2. What are the requirements and procedures for Veterans who already have an existing business? 3. Describe the case manager’s responsibilities in completing a comprehensive evaluation for self-employment. 4. What are the two categories of services that may be assigned for self-employment? Define the services provided for each category. 5. What are the services that may not be provided under self-employment? 6. Explain the requirements, procedures, and resources for developing a proposed business plan. 7. What are the procedures and required documentation for developing and approving a self-employment plan? 8. Describe the requirements and procedures for providing self-employment services for a Veteran trained for self-employment under a State Vocational Rehabilitation agency. 9. What are the specifically defined services and assistance that may be provided to Veterans who are employable and previously completed self-employment training under Chapter 31or a State Vocational Rehabilitation program and a has vocational objective for self-employment in a small business enterprise? |
| **Rescissions** | Refer to the KMP in Policies & Guidance under the column ‘Rescinded’. |