

**\*\*\*DRAFT - NOT FOR FILING\*\*\***

**1301:13-7-03 Grant applications.**

- (A) Grant applications shall be submitted on forms prescribed by the division and shall bear the original signature of the principal administrative officer or financial officer of the applicant.
- (B) All grant applications shall include, at a minimum, the following documents and information:
  - (1) Federal tax identification number;
  - (2) Internal revenue service tax exempt certificate, if applicable;
  - (3) Contact information for the fiscal representative of the applicant;
  - (4) Contact information for the programmatic representative of the applicant, if different than fiscal representative;
  - (5) The acreage of the cemetery, how much acreage is fully developed and at capacity and how much acreage has inventory of available interment spaces;
  - (6) Number of interments made in the two previous years;
  - (7) The operating budget of the cemetery;
  - (8) Designation of the percentage of the estimated total cost of the project for which the grant will provide funding;
  - (9) Description of how the applicant will provide the remainder of the estimated total cost of the project, if applicable;
  - (10) Project description and purpose along with the goals of the project;
  - (11) Description of training, including agenda, syllabus or other content material, how the training relates to the maintenance and operations of cemeteries, name and contact information of the provider, if applicable;
  - (12) How grant funds will be accounted for separately from other sources of funding, if applicable;
  - (13) Additional information as required by the division as set forth in its grant guidelines.
- (C) In addition to submitting a grant application, all applicants must submit an original W-9 form to the division.
- (D) All completed grant applications must be received by the prescribed deadline.
- (E) Incomplete or illegible applications, or applications that are not consistent with the terms of section 4767.10 of the Revised Code and this chapter, will not be considered for funding.