



## Ohio Administrative Code Rule 1301:13-7-03 Grant applications.

Effective: June 7, 2019

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(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.