The chief executive of a State or local government shall submit an application in writing to the Attorney General, and shall file a copy with the Commissioner of INS. The application shall set forth in detail the following information:

- (1) The name of the jurisdiction requesting reimbursement;
- (2) All facts supporting the application;
- (3) The nature of the assistance which the State or local government has provided or will provide, as required by the Attorney General, for which funding is requested;
- (4) The dollar amount of the funding sought;
- (5) A justification for the amount of funding being sought;
- (6) The expected duration of the conditions requiring State or local assistance;
- (7) Information about whether funding is sought for past costs or for future costs;
- (8) The name, address, and telephone number of a contact person from the requesting jurisdiction.