



# GRANT FUNDED CEMETERY DATA

YEAR

**RESPONDENT BURDEN:** Public reporting burden for this collection of information is estimated to average 60 minutes per response. Statutory authority for the State Cemetery Grants Program is 38 U.S.C., subchapter 2408. This form is approved under OMB No. 2900-0559, and when form is completed it provides VA with data regarding the number of interments conducted at states veterans cemeteries each year. VA may not conduct or sponsor, and you are not required to respond to, this collection of information unless it displays a valid OMB Control Number. Responding to this information collection is voluntary. Send comments regarding this burden estimate or any other aspects of this collection of information, including suggestions for reducing this burden, to VA Clearance Officer (005R1B), 810 Vermont Avenue, NW, Washington, DC 20420. *Please do not send applications for benefits to this address.*

CHANGED     SUPPLEMENTAL     SPECIAL REPORTS    ANNUAL REPORT FOR INTERMENTS COMPLETED THROUGH JUNE

1. NAME OF CEMETERY	2. MAILING ADDRESS	3. STATUS OF CEMETERY <input type="checkbox"/> OPEN <input type="checkbox"/> CREMATION ONLY <input type="checkbox"/> CLOSED 1st INTERMENTS <input type="checkbox"/> OTHER
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4. VETERANS CEMETERY DIRECTOR	5. TITLE	6. E-MAIL ADDRESS	7. PHONE NO. (Area Code)
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8. STATE OR LOCAL GOVERNMENT VETERANS SERVICES DIRECTOR <i>(Secretary of VA, Director of VA, etc.)</i>	9. E-MAIL ADDRESS	10. PHONE NO. (Area Code)
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By signing this report, I certify that the information provided is true and accurate and that the Veterans Cemetery and facilities conform to the NCA Operational Standards and Measures.

11. VETERANS CEMETERY DIRECTOR SIGNATURE	12. STATE OR LOCAL GOVERNMENT VETERANS SERVICES DIRECTOR SIGNATURE
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13. E-MAIL ADDRESS FOR THE CEMETERY	14. PRIMARY WEB ADDRESS FOR THE CEMETERY
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15. DATE CEMETERY OPENED FOR INTERMENT	16. DOES THE CEMETERY PERFORM BURIAL SERVICES FOR NON-VETERANS LISTED IN 38 U.S.C. 2408 (i)(2)? <input type="checkbox"/> YES <input type="checkbox"/> NO	17. HAS A VOLUNTARY COMPLIANCE REVIEW SELF-ASSESSMENT BEEN PERFORMED DURING THE REPORTING PERIOD? <input type="checkbox"/> YES <input type="checkbox"/> NO
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**18. EXPECTED DATES OF BURIAL OPTION DEPLETION**

A. PRE-PLACED CRYPT (PPC) CASKETED AREA (Month/Year) (If used)	B. CASKETED AREA (NON PPC) (Month/Year)	C. IN-GROUND CREMATIONS (Month/Year)	D. COLUMBARIUM (Month/Year)	E. MEMORIAL MARKERS SECTION/ MEMORIALWALL (Month/Year)
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**CEMETERY STATISTICS**

SECTION A - GRAVESITE INFORMATION	TOTAL
19. TOTAL ACREAGE OF CEMETERY SITE	
20. CURRENT DEVELOPED ACREAGE	
21. UNDEVELOPED ACREAGE PLANNED FOR FUTURE GRAVESITES	
<b>CASKETED GRAVESITES CONTAINING PRE-PLACED CRYPTS (PPC)</b>	
22. NUMBER OF CURRENTLY DEVELOPED CASKETED GRAVESITES AVAILABLE WITH PPCs	
23. TOTAL NUMBER OF CASKETED GRAVESITES WITH PPCs MAINTAINED TO DATE	
24. TOTAL NUMBER OF CASKETED GRAVESITES WITH PPCs CURRENTLY APPROVED AND FUNDED OR UNDER CONSTRUCTION	
25. TOTAL NUMBER OF CASKETED GRAVESITES AVAILABLE THAT WILL REQUIRE OBRs AT THE TIME OF NEED	
26. TOTAL NUMBER OF CASKETED GRAVESITES WITH OBRs MAINTAINED TO DATE	
<b>IN-GROUND CREMATION GRAVESITES</b>	
27. NUMBER OF IN-GROUND CREMATION GRAVESITES CURRENTLY AVAILABLE	
28. TOTAL NUMBER OF IN-GROUND CREMATION GRAVESITES MAINTAINED TO DATE	
29. TOTAL NUMBER OF IN-GROUND CREMATION GRAVESITES CURRENTLY APPROVED AND FUNDED OR UNDER CONSTRUCTION	
<b>COLUMBARIUM NICHES</b>	
30. NUMBER OF COLUMBARIUM NICHES CURRENTLY AVAILABLE	
31. TOTAL NUMBER OF COLUMBARIUM NICHES MAINTAINED TO DATE	
32. TOTAL NUMBER OF COLUMBARIUM NICHES CURRENTLY APPROVED AND FUNDED OR UNDER CONSTRUCTION	

<b>MEMORIAL MARKERS</b> <i>(No physical remains interred)</i>					
33. NUMBER OF MEMORIAL MARKERS AVAILABLE					
34. TOTAL NUMBER OF MEMORIAL MARKERS MAINTAINED TO DATE					
35. TOTAL NUMBER OF MEMORIAL MARKERS CURRENTLY APPROVED AND FUNDED OR UNDER CONSTRUCTION					
<b>TOTAL GRAVESITE USAGE</b>					
36. NUMBER OF CURRENTLY DEVELOPED GRAVESITES OF ALL TYPES <i>(including memorial markers)</i> AVAILABLE					
37. TOTAL NUMBER OF IN-USE GRAVESITES OF ALL TYPES <i>(including memorial markers)</i> MAINTAINED TO DATE					
<b>SECTION B - BURIALS AND MEMORIALS</b> Workload Data during this reporting period		VETERAN	DEPENDENT	38 USC 2408 (I)(2) A, B, C	38 USC 2408(i)(2) D and E
38. NUMBER OF <b>FIRST</b> CASKETED INTERMENTS USING A PRE-PLACED OBR					
39. NUMBER OF <b>FIRST</b> CASKETED BURIALS COMPLETED THIS YEAR USING AN OBR					
40. NUMBER OF <b>FIRST</b> IN-GROUND CREMATED BURIALS THIS YEAR					
41. NUMBER OF <b>FIRST</b> COLUMBARIUM INURNMENTS FILLED THIS YEAR					
42. NUMBER OF <b>FIRST</b> CREMATION - SCATTERED REMAINS SERVICES CONDUCTED THIS YEAR					
43. NUMBER OF <b>FIRST</b> MEMORIAL MARKERS ESTABLISHED THIS YEAR					
44. NUMBER OF <b>SECOND</b> CASKETED BURIALS COMPLETED THIS YEAR USING A PPC					
45. NUMBER OF <b>SECOND</b> CASKETED BURIALS COMPLETED THIS YEAR USING AN OBR					
46. NUMBER OF <b>SECOND</b> IN-GROUND CREMATED BURIALS THIS YEAR					
47. NUMBER OF <b>SECOND</b> COLUMBARIUM INURNMENTS FILLED THIS FISCAL YEAR					
48. NUMBER OF <b>SECOND</b> CREMATION - SCATTERED REMAINS SERVICES CONDUCTED THIS YEAR					
49. NUMBER OF <b>SECOND</b> MEMORIAL MARKERS ESTABLISHED THIS YEAR					
50. SUB TOTAL <i>(Item numbers 38 through 49)</i>					
51. SUB TOTAL <i>(All previously reported burials and memorials)</i>					
52. TOTAL BURIALS AND MEMORIALS <i>(Date of opening cemetery to current year)</i>					
53. AMOUNT CHARGED FOR BURIAL; CASKETED OR CREMATED <i>(Do not include burial plot allowance)</i>					
54. UNDER STATE AND TRIBAL LAWS, RULES AND REGULATIONS, WHO MAY BE BURIED AT THIS CEMETERY?					
<input type="checkbox"/> a. INDIVIDUALS ELIGIBLE TO BE BURIED IN A VA NATIONL CEMETERY					
<input type="checkbox"/> b. SOME OR ALL INDIVIDUALS DESCRIBED IN 38 USC 2408 (i)(2)					
<input type="checkbox"/> c. OTHERS NOT DESCRIBED BY A OR B. DESCRIBE IN DETAIL _____					
55. NOTES					

# Department of Veterans Affairs Sample Data Sheet

## *(Instructions)*

### **Department of Veterans Affairs Sample Data Sheet**

- Number 1: Provide the full name of the Cemetery
- Number 2: Provide the complete mailing address for the cemetery.
- Number 3: Provide open or closed status of the cemetery Other: 2nd Interments Only; Cremation Inurnments Only.
- Number 4: Provide the required information of the director of the cemetery and Veterans Service Director. Include signatures to certify.
- Number 5: Provide a current and up to date phone number including area code for the Veterans Cemetery
- Number 6: Provide the complete name of the state or local government veterans service director.
- Number 7: Provide a current and up to date phone number including area code for the state or local government veterans service director.
- Number 8: Include signature to certify veterans cemetery director.
- Number 9: Include signature to certify state or local government veterans services director
- Number 10: Provide current up to date e-mailing address for the Director of the cemetery.
- Number 11: Provide the primary Web site address of the cemetery.
- Number 12: Provide date cemetery opened.
- Number 13: Indicate Yes or No for performing burial services for non-active duty service members defined in 38 U.S.C. 2408 (i)(2) and their dependents.
- Number 14: Indicate Yes or No for performing a Compliance Review Self-Assessment during the year. Has cemetery leadership conducted a compliance review assessment using NCA's current Operational Standards and Measures during the reporting period. (Voluntary but recommended.)
- Number 15: If burial option is already depleted put month and year of depletion. If burial option was never available at the cemetery put "N/A
- Number 16: Provide the name of State Agency responsible for the cemetery.

### **Acreage**

- Number 17: Provide the total number of acres for the cemetery (included both developed and undeveloped.)
- Number 18: Provide the current number of acres that is developed for burial options.
- Number 19: Provide the total number of undeveloped Acres.

### **Casketed Gravesites containing Pre-Placed Crypts (PPC)**

- Number 20: Provide the current number of developed casketed gravesites available with PPCs.
- Number 21: Provide the total number of casketed gravesites with PPCs maintained to date.
- Number 22: Provide the number of casketed gravesites with PPCs currently approved and funded or under construction.

### **Casketed Gravesites requiring Outer Burial Receptacle (OBR)**

- Number 23: Provide the current number of casketed gravesites available that will require an OBR at the time of need.
- Number 24: Provide the total number of casketed gravesites with OBRs maintained to date.

### **In-Ground Cremation Gravesites**

- Number 25: Provide the current number of in-ground cremation gravesites currently available.
- Number 26: Provide the total number of in-ground cremation burials maintained to date.
- Number 27: Provide the number of in-ground cremation gravesites currently approved and funded or under construction.

### **Columbarium Niches**

- Number 28: Provide the current number of columbarium niches available.
- Number 29: Provide the total number of columbarium niches maintained to date.
- Number 30: Provide the number of columbarium niches currently approved and funded or under construction.

### **Memorial Markers (No physical remains interred)**

- Number 31: Provide the current number of memorial markers available.
- Number 32: Provide the total number of memorial markers maintained to date.
- Number 33: Provide the number of memorial markers currently approved and funded or under construction.

### **Total Gravesite Usage**

- Number 34: Provide the current number of casketed, cremation, columbarium and memorial markers (adding blocks # 17, # 20 and # 23).
- Number 35: Provide total number of casketed, in-ground, columbarium and memorial markers maintained to date (adding blocks # 19, # 22 and # 25).

### **Marked Burial or Memorial Plots**

- Number 36: Provide the number of first casketed burials using PPC for the year - all Veterans, Dependents, Non-Active Duty (EGR), and Dependents of Non-Active Duty (EGR-D).

- Number 37: Provide the number of first casketed burials using OBR for the year - all Veterans, Dependents, Non-Active Duty, and Dependents of Non-Active Duty.
- Number 38: Provide the number of first in-ground cremated burials for the year - all Veterans and Dependents, Non-Active Duty (EGR), and Dependents of Non-Active Duty (EGR-D).
- Number 39: Provide the numbers of first columbarium burials for the year - all Veterans and Dependents, Non-Active Duty (EGR), and Dependents of Non-Active Duty (EGR-D)
- Number 40: Provide the number of second casketed, burials using PPC for the year - all Veterans and Dependents, Non-Active Duty (EGR), and Dependents of Non-Active Duty (EGR-D).
- Number 41: Provide the number of second in-ground cremated burials for the year - all Veterans, Dependents, Non-Active Duty (EGR), and Dependents of Non-Active Duty (EGR-D).
- Number 42: Provide the number of second columbarium burials for the year - all Veterans and Dependents, Non-Active Duty (EGR), and Dependents of Non-Active Duty (EGR-D).
- Number 43: Provide the number of second cremation scattered remains conducted for the year - all Veterans and Dependents, Non-Active Duty (EGR), and Dependents of Non-Active Duty (EGR-D).
- Number 44: Provide the number of second memorial markers established (no physical remains interred) for the year - all Veterans and Dependents, Non-Active Duty (EGR), and Dependents of Non-Active Duty (EGR-D).
- Number 45: Provide sub total (adding blocks # 33 through # 44) - both Veterans and Dependents, Non-Active Duty (EGR), and Dependents of Non-Active Duty (EGR-D).
- Number 46: Provide sub total (All previously reported burials).
- Number 47: Provide the total number of burials from date of opening the cemetery to the current date ) (adding blocks # 35 and # 36).
- Number 48: Provide the number of first cremation scattered remains conducted for the year - all Veterans and Dependents, Non-Active Duty (EGR), and Dependents of Non-Active Duty (EGR-D).
- Number 49: Provide the number of first memorial markers established (no physical remains interred) for the year - all Veterans and Dependents, Non-Active Duty (EGR), and Dependents of Non-Active Duty (EGR-D).
- Number 50: Provide the number of first casketed burials using OBR for the year - all Veterans, Dependents, Non-Active Duty (EGR), and Dependents of Non-Active Duty (EGR-D).
- Number 51: Provide the amount the Cemetery charges for any burials or memorial services
- Number 52: What are your eligibility requirements, including residency requirements.
- Number 53 List the names of all Medal of Honor recipients and other notable Veterans buried in your cemetery.
- Number 54: Describe the staffing of the Veterans Cemetery used to meet national cemetery standards of operations and compliance: Contractors, State or Tribal employees, Volunteers, etc.

#### **How to Estimate Date of Closure For PPC Casketed Burial Area**

Example: Block # 29 - (Veterans) 4 and (Dependents) 18 = 22  
 Block # 17 is 400  
 Divide 22 into 400 = 18 years  
 Add 18 years to the reporting month and year (April 2008) = April 2026

#### **How to Estimate Date of Closure For OBR Casketed Burial Area**

Add block # 29 for both Veterans and Dependents and use that total to divide into block #17. That total should be added to the current reporting year to obtain the estimated closure date.

Example: Block # 29 - (Veterans) 4 and (Dependents) 18 = 22  
 Block # 17 is 400  
 Divide 22 into 400 = 18 years  
 Add 18 years to the reporting month and year (April 2008) = April 2026"

#### **How to Estimate Date of In-Ground Burial Area**

Example: Block # 30 - (Veterans) 12 and (Dependents) 6 = 18  
 Block # 20 is 276  
 Divide 18 into 276 = 15 years  
 Add the 15 years to the reporting month and year (April 2008) = April 2023

#### **How to Estimate Date of Closure for Columbarium Area**

Example: Block #31 - (Veterans) 22 and (Dependents) 7 = 29  
 Block #23 is 640  
 Divide 29 into 640 = 22 years  
 Add the 22 years to the reporting month and year (April 2008) = April 2030

#### **How to Estimate Date of Closure for Memorial Markers**

Example: Block #31 - (Veterans) 22 and (Dependents) 7 = 29  
 Block #23 is 640  
 Divide 29 into 640 = 22 years  
 Add the 22 years to the reporting month and year (April 2008) = April 2030