



Cherokee Nation Cemetery Restoration Assistance Policies and Procedures

Type of Service:

The Cemetery Restoration Program will provide funds to **Cherokee cemeteries** within the 14 county Service Area to be used for the restoration and maintenance of Cherokee Cemeteries. **No funds will be provided to any government entities.**

Eligibility:

Participants will be selected through an application process based on the following criteria:

- A. The request is for maintenance, repair, preservation or restoration of one or more Cherokee Cemeteries.
- B. Cemetery must be located within the Cherokee Nation jurisdictional area
- ~~C. The cemetery is historically significant (subject to verification)~~
- ~~D. Contain gravesites of over 51% Cherokee Citizens (subject to verification)~~
- C. The cemetery is historically significant (subject to verification) or contains gravesites of at least 51% Cherokee citizens (subject to verification).
- ~~E. Applicant must provide a cemetery listing with Name and Date of Birth~~
- ~~F. Applicant who apply must reside within the 14 county Service Area~~
- ~~G.D. Applicant will only be able to may apply for no more than(2) (3) two three cemeteries~~
- ~~H. Each Cherokee Cemetery must have a federal tax EIN number, no SS# will be accepted~~
- ~~I. Each Cherokee Cemetery must consist of 3 Board members for accountability purposes~~
- E. Each Applicant must have a federal tax EIN number, no SS# will be accepted, and each Applicant must have a Board of at least (3) three Board members for accountability purposes.
- ~~J.F. No labor will be reimbursed to family members for a family cemetery. Gas reimbursement is allowable. Reimbursements are allowed per "Appendix A".~~
- ~~K.G. Receipts submitted must be after funding is received, for the Cherokee Cemetery~~
- ~~L.H. Cherokee Cemeteries are to be maintained year round~~
- ~~M.I. An Applicant cannot use the cemetery funds as down payments on equipment~~
- ~~N.J. If applying for more than one cemetery, funds cannot be combined~~
- ~~O.K. Cemetery receipts with personal items will not be accepted.~~

All proposals or applications demonstrating self-help by labor contribution and community involvement shall be given preference

What is the definition of a Cherokee Cemetery:

Historic significance is the importance of a cemetery to the history, architecture, archeology, engineering, or culture of a community, and/or the Cherokee Nation. It is achieved in several ways:

- ~~Association with events, activities, or patterns~~
- ~~Association with important persons~~
- ~~Distinctive physical characteristics of design, construction, or form~~
- ~~Potential to yield important information (genealogy data, veteran data, etc.)~~

Selection:

Applications will be taken for a defined period of time **beginning February 1st each fiscal year and ending September-August 1st**, and such availability will be publicized as necessary to achieve public awareness. Selection will be based on funds available, eligibility and past performance.

Funding Amounts:

If approved, the ~~Cherokee Cemetery Applicant~~ will be granted \$500.00. Each **Cherokee Cemetery** may be funded only once per fiscal year and must complete taxpayer identification form. **The Cherokee Cemetery receiving the funds must complete the project by the end of fiscal year and submit receipts for the cemetery by September 1st.** The ~~Cherokee Cemetery Applicant~~ must provide the following in order for the project to be complete:

- A written account of the use of funds
- A copy of receipts for purchases

Those ~~Cherokee Cemeteries Applicants~~ that do not provide the required documentation **by the deadline date of September 1**, will not be eligible to receive further funding from the **Cemetery Restoration Program until (1) submission of all required documentation is fulfilled and, (2) do not participate in the Cemetery Restoration Program for (1) one fiscal year.**

Removal and Termination:

An ~~Cherokee Cemetery Applicant~~ that fails to comply with the policy and procedures of the Cherokee Nation Cemetery Restoration Assistance Program ~~will~~may be ineligible for future participation in the program until (1) submission of all required documentation is fulfilled and, (2) does not participate in the Cemetery Restoration Program for (1) one fiscal year.

All funding not used... must be returned

**APPLICATION FOR CEMETERY
RESTORATION ASSISTANCE PROGRAM**

Please give the following information so that your organization may receive assistance in maintaining or restoring a traditional Cherokee Cemetery (s). In order to qualify a cemetery must:

- 1) Contain gravesites of ~~over~~ at least 51% Cherokee citizens, or;
- 2) Be historically significant
 - ~~a. Attach cemetery listing,~~
 - ~~b. Subject to verification~~

Awards are limited to \$500.00 and must be used to restore or maintain cemeteries

Name of Cemetery _____

~~Name of Applicant~~ _____

Address (required) _____

~~Board Member Names, Addresses and Phone Numbers(2) Two Contact Names, addresses and Phone numbers~~

Federal EIN tax number _____

Driving directions to Cemetery _____
(Required and print clearly) _____

Council District _____

Percentage of Cherokee Gravesites (attach listing) _____

Please state why this Cherokee Cemetery in your opinion is historically significant:

Explain what the funds will be used for:

If awarded, the cemetery receiving the funds must present copies of receipts for the use of funds by September 1.

Date: _____

Print name: _____

Signature: _____

*******INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED*******

Attach W-9 form

Appendix A.

Please see listing of allowable costs for Cherokee Cemeteries:

- 1. Signage for Cemetery**
- 2. Fencing**
- 3. Repair and clean tombstones (source: Cultural Tourism)**
- ~~4. Mowing~~**
- ~~5.4. Gas purchases up to \$150.00~~**
- ~~6.5. Weed-eater oil and line~~**
- ~~7.6. Weed-killer~~**
- ~~8.7. Topsoil for fill in of graves only~~**
- ~~9.8. Rakes, hoes, shovels, chainsaw, gas can~~**
- ~~10.9. Push mowers~~**
- ~~11.10. Equipment repairs: blades, belts, etc.~~**

These are Non-allowable purchases:

Tractor/trailer riding mowers

Trailers

No construction such as cosmetic: benches, arbors, pavilion, concrete slabs

No payment of any kind for funeral services

Food or paper products for dinners

Flower purchases

No down payment on equipment