

MICHIGAN HOMES FOR VETERANS
BOARD MANUAL

BOARD OF MANAGERS

BP-021

Interment in Cemetery
Attachments (2)

Reviewed: 5/14/2015

PURPOSE: To regulate the use of the cemetery at the Grand Rapids Home for Veterans (GRHV) and to provide guidance to families/responsible parties for funeral arrangements.

PROCEDURE FOR CEMETERY USE:

- A. The Michigan Veterans Homes cemetery is available to any person who was a member of the Grand Rapids Home or the D.J. Jacobetti Home at the time of death. Exceptions to this cemetery use policy may be made upon the approval of the Board of Managers.
- B. Headstones and markers may be provided by the V.A. for veterans. Next of kin will be responsible for providing headstones or markers for non-veterans.
- C. Next of kin purchasing headstones and markers for non-veterans will follow the guidelines in Attachment A.
- D. The Michigan Veterans Homes will purchase and place all vaults for the Homes cemetery grave sites.
- E. Flowers placed in the cemetery must comply with the requirements contained in Attachment B.
- F. A dependent spouse, when cremated, will be allowed to be placed in same plot. (Family will be responsible for modifying or replacing headstones).

PROCEDURE FOR FUNERAL ARRANGEMENTS:

- A. Funeral arrangements are determined by the member or other responsible party as part of the application process. Prepaid burial arrangements are encouraged in the absence of life insurance.

- B. Upon death the appropriate funeral home is contacted. The following sources of funding are explored:
 - 1. Life insurance policies
 - 2. Prepaid burial account
 - 3. Veterans Administration
 - 4. Soldiers and Sailors Relief Fund
 - 5. Social Security
 - 6. Personal funds at the member's financial institution
- C. Personal funds at the State Veteran's Home are applied if a funeral balance remains after all other sources have been exhausted, with payment made directly to the funeral home.
- D. Burial or cremation of indigent members without available funding is referred by the funeral home to the State Department of Human Services.

ILLUSTRATIONS OF STANDARD GOVERNMENT HEADSTONES AND MARKERS

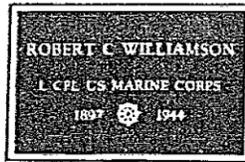
UPRIGHT HEADSTONE
WHITE MARBLE OR
LIGHT GRAY GRANITE



This headstone is 42 inches long, 13 inches wide and 4 inches thick. Weight is approximately 230 pounds. Variations may occur in stone color, and the marble may contain light to moderate veining.

NOTE: Civil War Era headstones - In addition to the headstone and markers pictured, two special styles of upright headstones are available for those who served with Union Forces during the Civil War or for those who served in the Spanish-American War, and another for those who served with the Confederate States of America during the Civil War. Requests for these special styles should be made in block 27 of the application. It is necessary to submit detailed documentation that supports eligibility.

BRONZE NICHE



This niche marker is 8-1/2 inches long, 5-1/2 inches wide, with 7/16 inch rise. Weight is approximately 3 pounds; mounting bolts and washers are furnished with the marker. For use if entombment is in a columbarium or mausoleum, or to supplement a private monument, for deaths occurring on or after November 1, 1990.

INSCRIPTION INFORMATION

MANDATORY ITEMS of inscription at Government expense are: Legal Name, Branch of Service, Year of Birth, and Year of Death. Branches of Service are: U.S. Army (USA), U.S. Navy (USN), U.S. Air Force (USAF), U.S. Marine Corps (USMC), U.S. Coast Guard (USCG), and by exception, U.S. Army Air Forces (USAAF), and other parent organizations authorized for certain periods of time and special units such as Women's Army Auxiliary Corps (WAAC), Women's Air Force Service Pilots (WASP), U.S. Public Health Service (USPHS), and National Oceanic & Atmospheric Administration (NOAA). Different examples of inscription formats are illustrated above. More than one branch of service is permitted, subject to space availability.

OPTIONAL ITEMS are identified on the application in boxes with bold outlines. These items may be included at Government expense if desired. Optional items include month and day of birth in block 5A, month and day of death in block 5B, highest rank attained in block 7, awards in block 9, war service in block 10, and emblem of belief in block 12. War service includes active duty service during a recognized period of war and the individual does not have to serve in the actual place of war, i.e. Vietnam may be inscribed if the veteran served during the Vietnam War period, even though the individual never served in Vietnam itself. Supporting documentation must be included with the application if you wish to include the highest rank and/or awards.

RESERVED SPACE for future inscriptions at private expense, such as spousal or dependent data, is allowed if requested in block 27 and if space is available. Only two lines of space may be reserved on flat markers due to space limitations. Reserved space is unnecessary on upright marble or granite headstones as the reverse side is available for future inscriptions.

MEMORIAL HEADSTONES AND MARKERS (remains are not buried). The words "In Memory Of" are mandatory and precede the authorized inscription data. The words "In Memory Of" are not inscribed when remains are buried.

ADDITIONAL ITEMS may be inscribed at government expense if they are requested on the initial application and space is available. Examples of acceptable items include terms of endearment, nicknames (in expressions such as "OUR BELOVED POPPY"), military or civilian credentials or accomplishments such as DOCTOR, REVEREND, etc., and special unit designations such as WOMEN'S ARMY CORPS, ARMY AIR CORPS, ARMY NURSE CORPS or SEABEES. All requests for additional inscription items should be stated in block 27, and are subject to VA approval. No graphics, emblems or pictures are permitted except VA approved emblems of belief, the Medal of Honor, and the Southern Cross of Honor for Civil War Confederate Veterans.

INCOMPLETE OR INACCURATE INFORMATION ON THE APPLICATION MAY RESULT IN ITS RETURN TO THE APPLICANT, A DELAY IN RECEIPT OF THE HEADSTONE OR MARKER, OR AN INCORRECT INSCRIPTION.

GRAND RAPIDS HOME FOR VETERANS CEMETERY FLORAL REGULATIONS

Fresh cut flowers may be placed on graves at any time.
Metal temporary flower containers are permitted.

Artificial flowers may be placed on graves during the
period from November 1 to May 30.

Plantings will not be placed on graves at any time.
Potted plants may be placed on the graves 10 days
before and including 10 days after Easter and Memorial
Day.

Floral items will be removed from graves as soon as
they become faded or unsightly.

During the lawn mowing and grounds maintenance
season, all floral items will be removed from the graves
when maintenance is required within the area.

Statues, vigil lights, glass objects of any nature and
any other type of commemorative items are not
permitted on graves at any time.

Floral items and other types of decorations will not
be secured to the markers.

Cemetery will be open during winter months, however,
roads will not routinely be maintained.



ROWS are numbered from West to East
GRAVES are numbered from North to South