

# COUNTY OF ULSTER

VETERAN SERVICES AGENCY  
5 DEVELOPMENT COURT  
KINGSTON, NEW YORK 12401-1949  
(845) 340-3190 • FAX (845) 340-3194

Michael P. Hein  
County Executive



Steven J. Masee, Director  
VA Accredited Rep.

## Indigent Veteran Burial (IVB) Policy Summary & Reimbursement Fee Schedule

1. Basic eligibility, when insufficient funds of the deceased veteran or next of kin are available for funeral/burial:
  - a. Honorably discharged veteran, veteran's spouse or un-remarried widow.
  - b. Minor child or parent of an eligible veteran.
  - c. Deceased is a resident of Ulster County.
  - d. Family is unable or unwilling to pay for funeral expenses.
  
2. Next of kin or informant responsibilities:
  - a. Request funeral home to make IVB arrangements.
  - b. Provide any funds, assets or insurance policies of the veteran toward funeral/burial costs.
  - c. Assist with obtaining a copy of the veteran's discharge, death certificate, available funds, and insurance policy, etc.
  - d. Assist the funeral home in completing the IVB Claim form, including decedent's financial information.
  - e. For deceased spouse of a veteran to be buried in the Ulster County Veterans Cemetery, arrange and pay for prescribed Flat Bronze grave marker.
  
3. Funeral home responsibilities:
  - a. Assist the next of kin with basic funeral arrangements, including honor guard if requested.
  - b. Assist next of kin with selection of grave site and marker. If vet is eligible, complete VA Form 40-1330 to order a VA grave marker.
  - c. If burial in Ulster County Veterans Cemetery (UCVC), advise informant that only cremains will be accepted under the IVB program at UCVC. Advise informant of their responsibility to pay for a spouse's grave marker and assist with ordering.
  - d. Reasonable diligence to locate any funds or insurance policies of the veteran and apply them to the IVB funeral costs (not required if deceased was on public assistance.)

- e. Work with next of kin regarding any monetary contributions they are willing to provide toward the IVB.
  - f. Determine if deceased was on Public Assistance and so note on the claim form.
  - g. Perform IVB funeral and burial services.
  - h. Complete and submit to UCVSA the Ulster County IVB Claim Form. Ensure it is fully completed by all parties and notarized.
  - i. Enclose required supporting documents for IVB claim: DD-214, death certificate, itemized invoice, marriage certificate, etc.
  - j. Submit claim form and required documents to Ulster County Veteran Services Agency.
4. Ulster County Veteran Services Agency responsibilities:
- a. Assist funeral home with eligibility determination.
  - b. Provide or order discharge document if not available from next of kin.
  - c. Assist with applicable VA claims and applications, including 40-1330 grave marker application.
  - d. Review, approve and pay funeral home IVB claims.
5. Reimbursement Policy:
- a. Minimum required services from funeral home:
    - Transfer of remains
    - Place of final disposition
    - Dressing/casketing
    - Suitable casket or cremation container
    - Transportation of immediate family to burial service
    - Coordination with clergy and cemetery
    - Arrange grave plot
    - Newspaper notification
    - Grave opening/closing, cemetery charges, grave marker footing
    - Arrange honor guard at burial
    - Complete and submit application for VA grave marker
    - Arrange installation upon receipt of marker
  - b. Supplementation:
    - It is recognized that County IVB payments are usually less than the prevailing rates for funeral expenses.
    - Subject to informant/family's willingness and ability to pay, funeral homes may request "supplementation" from next of kin and family, not to exceed \$1,000 per funeral.

- The sum of such supplementation and the County IVB payment shall not exceed the total of invoiced funeral services. Supplementation will not reduce the amount of the County IVB payment unless such payment and supplementation will exceed the total of invoiced services.

6. Funeral home claimants may submit claims for reimbursement according to the following Fee Schedule:

○ Adult (full body))	\$3500
○ Adult Cremation with services	\$3500*
○ Adult Cremation without services	\$2500
○ Child under age 7 (full body)	\$2500
○ Child under age 7 cremation with services	\$2500*
○ Child under age 7 cremation without services	\$2000
○ Transportation over 20 miles (200 Mile max.)	\$2.25/mi.
○ Grave liner (when mandated by cemetery)	\$500
○ Winter cemetery charges	\$250
○ 3rd party funeral director services	\$300
○ Over-size casket	\$400

\* Includes 2-hour visitation service at funeral home & supervision of burial service