

**Acknowledgement of reporting requirements for disbursement of funds
appropriated to caring for cemeteries and graves pursuant to
§ 10.1-2211.1 and § 10.1-2211.2**

As a condition of receiving funding through the African American Cemetery and Graves Fund, the undersigned acknowledges and understands the reporting requirements associated with the receipt and expenditure of awarded funds.

Specifically, the funding recipient acknowledges and agrees to the following:

1. AACGF funds shall be used solely for eligible purposes consistent with the Code of Virginia, the AACGF Program Manual, the approved application, and any conditions established by DHR.
2. Funding recipients are required to submit annual reporting documentation to DHR beginning July 1 following receipt of funds and continuing until all awarded funds have been expended and reported.
3. **Annual reporting shall include:**
 - A completed Reconciliation of Expenditures Form;
 - A signed certification statement attesting to the accuracy and completeness of the information provided; and
 - Any required supporting documentation, including photographic and/or written documentation for Extraordinary Block Grant projects.
4. Annual reporting documentation shall be submitted no earlier than July 1 and no later than September 30 of each reporting year unless otherwise directed by DHR.
5. Funding recipients shall maintain records sufficient to document the receipt and expenditure of AACGF funds and shall make such records available to DHR upon request.
6. DHR may request additional documentation, clarification, or supporting materials necessary to verify expenditures, evaluate project outcomes, or ensure compliance with program requirements.
7. Failure to comply with reporting requirements may affect eligibility for future funding and may result in other administrative actions deemed appropriate by DHR.

§ 10.1-2211.2(D). Disbursement of funds appropriated for caring for historical African American cemeteries and graves.

“Each qualified organization, through its proper officer, shall after July 1 of each year submit to the Director a certified statement that the funds appropriated to the organization during the preceding fiscal year were or will be expended for the purposes set forth in subsection C. No organization that fails to comply with any of the requirements of this section shall receive moneys allocated under this section for any subsequent fiscal year until the organization fully complies with the requirement.

RECIPIENT ACKNOWLEDGEMENT OF REPORTING REQUIREMENTS

Organization/Applicant Name: _____

Cemetery Name: _____

Cemetery address/Location: _____

Authorized Representative and Title: _____

Signature: _____

Date: _____