Kanabec County Family Services Department

TITLE: County Burial Policy

PURPOSE: The purpose of this policy is to establish burial costs paid by the County under the Minnesota Family Investment Program and Minnesota Poor Relief Law.

REFERENCE: Minnesota Statutes 261.035; Minnesota Statutes 149A.80; and Minnesota Statutes 256.935 (Minnesota Family Investment Program)

PERSONNEL RESPONSIBLE: Financial Assistance Supervisor

EFFECTIVE: 10/1/2023

POLICY:

Under Minnesota Statutes, the county is required to provide for the final disposition of indigent persons. Policies pertaining to burials are at the discretion of the County Board to the extent that they do not conflict with special provisions in state law or regulations for MFIP burials. A burial is considered an MFIP burial if the deceased was a recipient of MFIP at the time of death. Otherwise, the burial is a County Poor Relief burial.

The method of disposition will be **direct cremation**. **Immediate burial** is an option if cremation is contrary to the beliefs or expressed wishes of the deceased, or those of the deceased's spouse or next of kin.

If the county assumes financial responsibility for the final disposition through direct cremation, the cost cannot exceed the county limits and there cannot be any enhancements. For immediate burial, the county shall provide up to the maximum cremation allocation toward the cost of the burial. If family and/or friends choose to make substitutions such as upgrading beyond the indicated **basic** immediate burial services and items, they will be obligated to pay for the entire cost of the disposition (i.e. there will be no eligibility for county dollars to cover any costs.)

Resources of the deceased and responsible relatives will be considered in determining eligibility for county burial. Assets available and/or third party reimbursement will be applied to the county burial costs. The individual signing this application takes on the personal responsibility of ensuring these payments are remitted to the funeral home within the funeral home's requested timeframe. Failure to do so may result in personal liability of this amount.

Authorization and approval of a County burial must be received prior to making funeral plans. The family/funeral home will be expected to work closely with County staff to ensure fair but cost-effective arrangements.

PROCEDURES:

1. Applications for a County Burial will be available at the Kanabec County Family Services Office and through local Funeral Homes.

   An "Application for Kanabec County Burial" must be completed and returned to the County agency prior to finalizing funeral/burial arrangements. If the deceased is a current public assistance recipient, eligibility may be determined using current case information, but responsible relatives/next of kin will be required to complete an application.

   Assets available and/or third-party reimbursement, including applicable GoFundMe accounts or similar fundraising, will be applied to the county burial costs.

2. County payment must be accepted as payment in full for direct cremation. County payment up to the maximum direct cremation cost will be allowed in cases of immediate burial, with the understanding that the funeral home will be allowed to seek payment from the applicable responsible party for allowable, **basic** immediate burial items at cost.

   If family and/or friends choose to enhance the funeral or make substitutions, such as a casket of their choice, they will be obligated to pay for the entire cost of the funeral/burial.

3. Eligibility is limited to available resources less than the cost of a county burial.

   All resources available to the decedent or responsible spouse/parents of minor child will be reviewed and considered in determining eligibility for county burial, including but not limited to bank accounts, life insurance benefits, vehicles, real estate, and any death benefits to which the deceased and/or a responsible relative are entitled. If the equity value in the total assets exceeds the cost of burial, there is not eligibility for the County assisted burial.

   Certain assets (real estate, vehicle) may be excluded if there's a surviving spouse and/or minor children, (up to $1500 liquid assets). Assets available and/or third-party reimbursement will be applied to the county burial costs.

ALLOWANCES:

1) Direct Cremation. Maximum $2000

This includes local removal, care of remains, transportation to crematory, basic services of staff, authorization, crematory charge, and a non-decorative remains container. This excludes ceremony, visitation, and cemetery charges. The County does not pay for death certificates.

*The County **will not** pay for accessory services or items such as, but not limited to, flowers, honorariums, music, processions, clothes, printed material, food, or other related items*

2) Immediate Burial. Maximum $2000 – Must be within 72 hours with no embalming.

This includes local removal, care of remains, basic services of staff, and casket coach to local area cemeteries. This excludes ceremony, visitation, lowest cost casket, unsealed grave liner, and cemetery charges. The County will not pay for accessory services or items such as, but not limited to, flowers, honorariums, music, processions, clothes, printed material, food, or other related items. The County does not pay for death certificates. Casket, Vault, and Cemetery expenses will be charged to the family at actual wholesale cost at the time of service. There can be no enhancements.

3) Transportation is another cost that the county will cover as follows:

- If the body needs to be transported the County will provide payment of mileage at a rate of $1.50/mile. This does not apply to out-of-state transportation***. All transportation needs to be discussed with the county prior to transport.*** Out-of-state travel needs to be negotiated with the County.
- Out-of-county transportation of the body (for burial in another cemetery plot) will be provided only if it would be less expensive than having an in-County burial.

4) If a resident of another Minnesota county dies in Kanabec County, the burial costs must be approved and paid for by the County of Financial Responsibility.

Attachment: Application for County Burial Form

Approved by	Last review/approval date	Authors
Financial Supervisor Health & Human Services Director	10/1/2023	T. Dahlberg, C. Hurd
Human Service County Board	9/19/2023	

AP

PLICATION FOR KANABEC COUNTY BURIAL

- **Eligibility and approval for County burial must be preauthorized**.

  All resources of the Deceased will be reviewed and applied toward the county burial including resources owned jointly or available through inheritance by a responsible relative

- **There cannot be any enhancements.**

  When the County assumes financial responsibility for cremation, the cost cannot exceed the county limits, and there cannot be any enhancements to the services/items allowed in the County's burial policy. For immediate burial, the County will pay up to the maximum direct cremation amount. The funeral home will be allowed to seek payment from the applicable responsible party for allowable, ***basic*** *immediate burial items at cost. The County will not pay for accessory services or items such as flowers, honorariums, music, processions, clothes, printed material, food, or other such items. The family and funeral home must work closely with the County Agency Worker. A private visitation for a direct cremation is not considered an enhancement, but the county will not pay for this service.*

This form is available at the Public Service Building, 905 Forest Ave E. Ste 150, Mora, MN or through the local Funeral Homes.

Completed forms may be faxed to 320-679-6351, Questions? 320-679-6350

Authorization and approval of County Burial must be received prior to making funeral plans.

Name of Deceased		DOB	SSN
Address			
Date of death			
Name of Funeral Home			
Name of living spouse or parents (if minor), or responsible adult claiming deceased as tax dependent			
Address			

BURIAL BENEFITS & RESOURCES

Does the Deceased have a pre-paid burial fund or other burial benefit plan?	Yes/No	If "yes," where and in what amount?	
Is the Deceased eligible for Veteran's burial benefits?	Yes/No	If "yes," what amount?	
Does the Deceased have a burial	Yes/No	If "yes," where?	

plot?			
Was the deceased claimed as a tax dependent for the previous and/or current year?	Yes/No	If “yes”, who was the claimant?	

ASSETS OF DECEASED

MONTHLY INCOME

Employment	$	Retirement, Pension	$
Social Security	$	Other earned/unearned	$

LIFE INSURANCE

Name of Company/Fund	Amount	Beneficiary

SAVINGS

Name of Bank, Address	Account Number	Account Balance

CHECKING

Name of Bank, Address	Account Number	Account Balance

OTHER ASSETS (STOCKS, BONDS, CDS, ETC)

Type of Asset	Amount

REAL ESTATE/PROPERTY

Type of Property	Address/Location	Value
Home/homestead		$
Rental Property		$

Other non-homestead property		$
Vehicles		$

ASSETS OF NEXT OF KIN

Name of Next of Kin	Relationship to Deceased

Are any of the next of kin named beneficiary on any of the Deceased insurance policies?	Yes/No
Are any of the next of kin a joint owner or "payee on death" of any of the Deceased assets?	Yes/No
If "yes," specify what assets and the estimated value	$
	$
	$
	$

Why is a county burial needed? Why can't the family provide for the Deceased's final disposition/burial

Any information supplied on this application can be verified. False reporting of assets or financial responsibility can be prosecuted as fraud.

By signing below, I attest that, to the best of my knowledge all the above statements are true and correct.

I agree that the available assets determined by the County Agency which reduces the County's payment for funeral/burial costs will be paid promptly to the Funeral Home chosen. I agree that I will take personal responsibility for these costs.

I understand and agree (please circle one): Yes No

Applicant's Initials: _____

First and Last Name _____

Signature _____ Date _____

Relationship to the Deceased _____

Contact Number: _____

County Use ONLY

Approved for County Burial Assistance: ( ) Yes ( ) No

$ _____is determined as the amount of obligation. The county payment will be $_____.

Approved by (supervisor) _____ Date_____

Revision: September 2011