

**DEPARTMENT OF MILITARY AFFAIRS**  
**(New Administrative Regulation)**

**106 KAR 2:031. National Guard Adoption Benefit Program.**

RELATES TO: KRS 36.474, 36.477, 199.555(1)

STATUTORY AUTHORITY: KRS 36.477(8)

NECESSITY, FUNCTION, AND CONFORMITY: KRS 36.477(8) requires the Department of Military Affairs to promulgate administrative regulations to implement the Kentucky National Guard Adoption Assistance Program. This administrative regulation establishes the requirements for the Kentucky National Guard employee adoption assistance program.

**Section 1. Kentucky National Guard Adoption Benefit Program Application Procedures.**

- (1) An eligible member of the Kentucky National Guard applying for funds under KRS 36.477 shall submit a completed Kentucky National Guard Adoption Benefit Program Application.
- (2) The application shall be submitted to the Department of Military Affairs, along with:
  - (a) The documentary evidence required by KRS 36.477(5);
  - (b) A copy of the Affidavit of Expenses related to the adoption filed with and approved by the court at the finalization of the adoption; and
  - (c) The Adoption Reimbursement Request Letter.

**Section 2. Incorporation by Reference.**

- (1) The following material is incorporated by reference:
  - (a) "Kentucky National Guard Adoption Benefit Program Application", May 2022;
  - (b) "Affidavit of Expenses", May 2022; and
  - (c) "Adoption Reimbursement Request Letter", May 2022.
- (2) This material may be inspected, copied, or obtained, subject to applicable copyright law, at the Department of Military Affairs, 100 Minutemen Parkway, Frankfort, Kentucky 40601, Monday through Friday, 8 a.m. to 4:30 p.m.

*JUDITH A. BROWN, Director and Fund Administrator*  
*DR. DALLAS F. KRATZER II, Lt. Col. Retired (KYANG), Board Chair*  
*HALDANE B. LAMBERTON, Major General, KYNG, Adjutant General*

APPROVED BY AGENCY: June 7, 2022

FILED WITH LRC: June 15, 2022 at 10:20 a.m.

**PUBLIC HEARING AND COMMENT PERIOD:** A public hearing on this administrative regulation shall be held on Wednesday, August 24, 2022, at 12:30 p.m. Eastern Time at 100 Minuteman Parkway, Bldg. 100, Room 202 (EOC 2nd Floor Conference Room) Frankfort, Kentucky 40601. Individuals interested in being heard at this hearing shall notify this agency in writing by five workdays prior to the hearing, of their intent to attend. If no notification of intent to attend the hearing is received by that date, the hearing may be canceled. This hearing is open to the public. Any person who wishes to be heard will be given an opportunity to comment on the proposed administrative regulation. A transcript of the public hearing will not be made unless a written request for a transcript is made. If you do not wish to be heard at the public hearing, you may submit written comments on the proposed administrative regulation. Written comments shall be accepted through August 31, 2022. Send written notification of intent to be heard at the public hearing or written comments on the proposed administrative regulation to the contact person.

CONTACT PERSON: Corey Ann Howard Jackson, Legislative Liaison and Policy Specialist, Department of Military Affairs, 100 Minuteman Parkway, Frankfort, Kentucky 40601, phone (502) 330-3323, fax (502) 607-1240, email [corey.a.jackson23.nfg@army.mil](mailto:corey.a.jackson23.nfg@army.mil).