

Ohio Concerns of Police Survivors, Inc.

National Police Week Reimbursement Form & Statement of Eligibility



Ohio C.O.P.S. offers limited travel assistance as follows:

- A. First Year survivors* receive a reimbursement after travel that will cover basic transportation costs and hotel accommodations when booked through the C.O.P.S. National Office (based on residential address).
- B. Returning survivors* receive reimbursement of the C.O.P.S. Returning Survivor Registration fee in the amount charged by the C.O.P.S. National Office.
- C. Airfare will be for the least expensive means of transportation at the time of booking, even if you chose to travel a more expensive mode. You will be responsible for the difference between the least expensive and the costs you incur.
- D. If a personal vehicle is used, mileage will be calculated at the same rate used by National C.O.P.S. (and the U.S. General Accounting Office). It may not be the least expensive means of travel. You may still assume some of the cost of travel. Parking costs may be added if no free parking is available.
- E. If a rental vehicle is used, reimbursement will be limited to the daily rental costs. We will not reimburse for fuel costs. It may not be the least expensive means of travel. If a premium vehicle is rented and a less expensive vehicle could be used, the least expensive rental charge will be used to calculate the reimbursement. Parking costs may be added if no free parking is available.
- F. Attendance of National Police Survivors Seminars, May 14 & May 16 sponsored by National C.O.P.S. is required. Attendance verification may be requested to be submitted with other documents.
- G. No other funds were received or requested from any other C.O.P.S. or other organization for the same travel and/or event participation.

*Eligible survivor categories for reimbursement for travel to National Police Week are:

- Spouse
- Parent
- Sibling
- Children
- Guardian accompanying minor child of the officer

Special requests for reimbursement may be made in a formal request to the Chapter Board PRIOR to making arrangements for travel if you have a situation that is outside of the above listed criteria. The decision of the Board shall be final.

Coworker survivors should contact their agency for reimbursement.

Print only the next page and submit to Ohio C.O.P.S. with your receipts.

Adopted July 12, 2023

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By accepting financial assistance from Ohio C.O.P.S. for the purpose of attending National Police Week, I/we agree to the following:

1. I/we am eligible for reimbursement as a survivor residing in Ohio listed under the policy of Ohio C.O.P.S. and as listed on the accompanying page.
2. I/we traveled to National Police Week.
3. I/we registered through National C.O.P.S. and attended the appropriate C.O.P.S. sessions on May 14 & May 16, and other programs offered to me/us.
4. I/we have attached copies of receipts for the actual expenses to show attendance.
5. All travel reimbursement requested is listed as the least expensive means of travel at the time it was booked. I understand I may be reimbursed a lesser amount if a less expensive means of transportation is available.
6. Coach airfare or equivalent will be used in the calculation of costs even if I/we have chosen to fly in a different class of seat.
7. Motor vehicle reimbursement will be made according to the least expensive means of travel as outlined above.
8. I/we have not received reimbursement from any other source (i.e. law enforcement agency or organization, 100 Club, National C.O.P.S, or another C.O.P.S. Chapter, etc) for purposes of this travel.

Signature: _____ Date: _____

Date of Request: _____

Printed Name: _____

Address: _____

Email Address: _____

Home Phone: _____ Cell Phone: _____

Total Travel Costs: _____ (total of attached receipts)

Send completed form within 60 days of last expense to:

Ohio Concerns of Police Survivors: 130 South Broad Street Lancaster, Ohio 43130