

**PSAP Grant Program
Decision Brief**

Type of Request: FY 17 Grant Reimbursement Request	Date Submitted: August 07, 2017
PSAP: City of Hampton	Amount of Request: \$700.00
Staff Recommendation: Do Not Approve	

1. Briefly define the problem/issue:

The City of Hampton is seeking an exception from the Board to process a PSAP Education Program (PEP) grant reimbursement request in the amount of \$700.00. This request is for attending the 2017 VA APCO/NENA conference. The deadline for localities to submit reimbursement requests for this conference was June 5, 2017. Hampton's request was not received until August 4, 2017, two months after the deadline. As a result, the request was not processed and the grant has been closed.

2. Background (include important dates):

Localities that receive a PEP grant have 30 days from the date of training, or the completion of travel for training, to submit a reimbursement request. The locality acknowledged that their submission was late and attributed the lateness to the transition of leadership in the PSAP and overlooking the deadline.

3. Major Considerations:

By approving this reimbursement request, the Board would be establishing an undesirable precedent for other localities to seek and receive payment for PEP reimbursement requests submitted after the 30-day deadline previously denied by ISP staff.

4. Recommended action:

Staff does not recommend approval of the grant reimbursement request.

5. Alternatives to recommended action:

None