

**PSAP Grant Program
Decision Brief**

Type of Request: Reimbursement Appeal	Date Submitted: Aug 22, 2018
PSAP: Mathews County	Amount of Request: \$6,300.00
Staff Recommendation: Do Not Approve	

1. Briefly define the problem/issue:

Mathews County submitted a grant payment reimbursement request in the amount of \$6,300 for a FY 18 grant they believed they had been awarded for a mapping system project. ISP staff made a clerical error and provided the locality with a grant award letter that provided \$15,950 in funding for their project. When ISP staff submitted the reimbursement request to VITA Finance for processing, ISP staff realized an error had been made. ISP staff then advised the locality that the reimbursement request could not be processed because of the error.

2. Background (include important dates):

A reimbursement request dated Nov 14, 2017 was submitted to ISP staff on Jan 26, 2018 for payment based on a grant award letter dated Jan 24, 2018. ISP staff explored ways to pay the grant administratively, but was not successful.

3. Major Considerations:

Since the Board did not award funding to Mathews County for their mapping system project, ISP staff is unable to process the locality's grant payment reimbursement request. In addition, approval of the locality's request may set into motion an undesirable outcome. Mathews County's grant application was prioritized with a rank of 25. There were 4 other applications that were ranked similarly, but none of these applications were funded. If the Board was to approve Mathews County's request, these 4 other localities could potentially request funding from the Board for their projects.

4. Recommended action:

Staff does not recommend approval of the request.

The PGC was asked to review the request and does not concur with Staff's recommendation. The PGC recommends approval.

5. Alternatives to recommended action:

None.