

## Scholarship Reimbursement – Helpful Information

When submitting paperwork for Scholarship Reimbursement, the below information will be needed in order to process your request:

**Class Announcement/Flyer** – This needs to contain information about the class (type of training provided, dates, cost, etc.).

**Proof of Payment** – An invoice or email showing that the class has been paid for.

### Certificate of Completion/Attendance

**Lodging/Airline/Rental Car/etc.** – Itemized invoices/receipts (not confirmations) are required. (Please see the information below regarding taxes).

**Per-Diem** – Is allowable when the officer is in travel status or attending training. Same day per-diem will not be paid unless the student is in approved over-night travel mode. The officer's local per-diem policy, the GMTR per-diem policy, or the State per-diem policy shall be used to determine all per-diem payments based on the location of training for each day of the trip, but may not exceed the State's per-diem rate. Anyone receiving per-diem allowances, who is attending training in which a meal is provided, must deduct that meal from the per-diem allowance. Colorado and other state per-diem rates can be obtained at <https://www.perdiem101.com/conus/2021/colorado>

POST does not reimburse for meal purchases.

**Mileage for Personal/Work Vehicles** – The current reimbursement rates are as follows: .50 for personal vehicles and .279 for fleet vehicles. A map is required which shows the distance between the law enforcement agency (not the officer's residence) and the training location.

POST does not reimburse for gas purchases.

**Taxes** – Most law enforcement agencies are tax exempt, therefore POST generally cannot reimburse for taxes except in very limited circumstances.

\*Per POST guidelines, scholarship reimbursement payments are sent to the agency, not the officer.