



**Ohio Attorney General's Office  
Bureau of Criminal Investigation**



**Absconded Sex Offender Extradition Reimbursement Request**

If a Sheriff chooses to extradite an offender or work with a third party prisoner transport service to extradite an offender, BCI will reimburse the Sheriff's expenses up to \$3,000 per offender. If the Sheriff's office conducts the extradition, reimbursable expenses include but are not limited to overtime, meals, lodging, airfare, parking, car rental, or other transportation costs. Reimbursement rates may not exceed those included in the State of Ohio Travel Rule, Ohio Administrative Code 126-1-02.

**Agency:** \_\_\_\_\_

**Prisoner:** \_\_\_\_\_

**Case #:** \_\_\_\_\_

**Dates of Trip:** \_\_\_\_\_

**City, State:** \_\_\_\_\_

**Expenses**

**\*\*Overtime:** \_\_\_\_\_

**Deputy Meals:** \_\_\_\_\_

**Lodging:** \_\_\_\_\_

**Fuel & Oil:** \_\_\_\_\_

**Mileage:** \_\_\_\_\_

**Car Rental:** \_\_\_\_\_

**Tolls:** \_\_\_\_\_

**Parking:** \_\_\_\_\_

**Prisoner Meals:** \_\_\_\_\_

**Airfare:** \_\_\_\_\_

**Misc. (please explain cost):** \_\_\_\_\_

**Third Party Prisoner**

**Transport Service:** \_\_\_\_\_

*If applicable, reimbursement requests can only include one of the following expenses: Fuel/Oil **OR** Mileage.*

**Total Expenditures:** \_\_\_\_\_ \$0.00

**Total Grant Reimbursable Expenditures (max. \$3,000):** \_\_\_\_\_ \$0.00

**Balance:** \_\_\_\_\_ \$0.00

Deputy Name/s:	Overtime Hourly Rate	Overtime Hours	Total
_____	_____	_____	\$0.00
_____	_____	_____	\$0.00

**\*\*Overtime reimbursement is limited to overtime hours associated with necessary travel during the pickup and return of the absconded sex offender. Overtime hours spent doing related investigative work are not eligible for reimbursement. Additionally, overtime reimbursement is limited to the hours worked times the overtime rate. Fringe benefits associated with the overtime hours are not eligible for reimbursement. Proper documentation including timesheets and proof of overtime pay needs to be submitted at the time reimbursement is being requested.**

**Please note, all reimbursable expenses must be accompanied by proper documentation in order to process the request. Examples of proper documentation include receipts, invoices, cancelled checks, general ledger reports, etc.**

Reimbursement requests will be processed and funds will be provided as quickly as possible. Should you have any additional questions regarding this program, which runs through March 2014 (or until the funds are exhausted), please contact either BCI Grants Manager Erika Scott or Criminal Intelligence Unit Deputy Director Cindy Peterman at BCI London Headquarters at (740) 845-2000.