

## STATE BENEFITS

### PACKET FOR DEATH BENEFITS CLAIM FORMS TO BE SENT TO REQUESTING LAW ENFORCEMENT AGENCY AND FAMILY OF DECEASED LAW ENFORCEMENT OFFICER

This packet contains:

#### REPORT OF PEACE OFFICER'S DEATH

State Form #1 to be completed and submitted to Justice and Public Safety Cabinet. *(completed by family of deceased).*

#### CLAIM FOR BENEFITS

State Form #2 to be completed and submitted to Justice and Public Safety Cabinet. *(completed by law enforcement agency of deceased).*

### CHECKLIST FOR FILING CLAIM

**Family of deceased should complete claim for benefits, State Form No. 1**

**Law enforcement agency should complete Report of Police Officer's Death, State Form No. 2**

- CERTIFIED Marriage License *(If applicable)*
- CERTIFIED Divorce Decree *(If applicable)*
- CERTIFIED Birth Certificate or Adoption Papers for children *(If applicable)*
- CERTIFIED Death Certificate
- Uniform Offense Report
- Report of Incident by investigating agency
- Autopsy Report *(If performed)*
- Toxicology Report *(If performed)*

Please submit completed claims to:

Justice and Public Safety Cabinet, Death Claims Administrator  
c/o Asst. General Counsel, DOCJT  
521 Lancaster Avenue  
Funderburk Building  
Richmond, KY 40475  
(502) 564-3279  
(606) 224-3080  
(859) 622-8229

#### Additional Resources Available:

Education Benefits	Counseling
Health Benefits	State Pension Benefits
Peer Support	Life Insurance Policy
Programs for Adults/Children	Workers' Compensation

### Contacts to Know

#### Public Safety Officers' Benefits Program

Bureau of Justice Assistance  
U.S. Department of Justice  
<https://psob.bja.ojp.gov/benefits/>  
AskPSOB@usdoj.gov  
888-744-6513

#### Kentucky Law Enforcement Memorial Foundation

<https://klemf.org>  
Pam.Smallwood@ky.gov  
KLEMF  
Funderburk Building, ECU  
521 Lancaster Avenue  
Richmond, KY 40475-3102  
859-622-8081

#### Kentucky Department of Workers' Claims

<https://labor.ky.gov>  
Department of Workers' Claims  
657 Chamberlin Avenue  
Frankfort, KY 40601  
502-564-5550

#### Kentucky Retirement Systems

<https://kyret.ky.gov>  
krs.mail@kyret.ky.gov  
Perimeter Park West  
1260 Louisville Road  
Frankfort, KY 40601  
1-800-928-4646

#### C.O.P.S. - Concerns of Police Survivors

<http://www.copskentucky.org>  
kentuckycops@gmail.com  
PO Box 23404  
Lexington, KY 40523

#### Supporting Heroes

<https://www.supportingheroes.org>  
11400 Decimal Drive Suite 1002  
Louisville, KY 40269  
502-585-2282  
877-HERO-DOWN

## STATE EDUCATION BENEFITS

**“KRS 164.2841 Free tuition at state-supported school for survivor of police officer, firefighter, or volunteer firefighter killed in line of duty - Free tuition at state-supported school for survivor of other state-administered retirement system participants who died as a result of duty-related injury - Limitation.”**

**“KRS 164.2842 Free tuition at state-supported school for survivor of police officer, firefighter, or volunteer firefighter permanently and totally disabled in line of duty -- Free tuition at state-supported school for survivor of other state-administered retirement system participants disabled as a request of duty-related injury.”**

### CHECKLIST FOR STATE EDUCATION BENEFITS

**Criteria:** Any person whose parent or any non-married widow or widower whose spouse was a resident of Kentucky prior to becoming a Law Enforcement officer who was killed in the line of duty or training or who dies as a result of a service-connected disability.

- CERTIFIED Marriage License or other documented evidence (If applicable)
- CERTIFIED Divorce Decree or other documented evidence (If applicable)
- CERTIFIED Birth Certificate or Adoption Papers for children or other documented evidence (If applicable)
- Parent's or spouse's service and cause of death certification from the Kentucky Justice Cabinet and Public Safety Cabinet
- Documentation from the city or law enforcement agency which employed the deceased (below is a sample letter for your agency)

DATE

RE: Tuition Fee Waiver Certification  
STUDENT NAME and DOB

The following information is provided as the certification of records required by KRS 164.2841. On the DATE day of MONTH, YEAR, the AGENCY NAME confirms that NAME OF OFFICER, a Law Enforcement officer with the AGENCY NAME, was killed in the line of duty as those terms are defined in KRS 61.621.

If you have any questions concerning this certification or if I can be of further assistance, please call me at (XXX)XXX-XXXX.

Sincerely,  
XXXXXXX

If you have any questions regarding education benefits please contact:

Justice and Public Safety Cabinet, Death Claims Administrator  
c/o Asst. General Counsel, DOCJT  
Department of Criminal Justice Training  
521 Lancaster Avenue  
Funderburk Building  
Richmond, KY 40475

(859) 622-8229

This document is intended for educational purposes only and not meant to be for specific legal advice. Please contact your legal advisor for specific legal advice.

## State-Supported Universities

Eastern Kentucky University  
<https://www.eku.edu>

Kentucky State University  
<https://ksu.edu>

Morehead State University  
<https://www.moreheadstate.edu>

Murray State University  
<https://www.murraystate.edu/>

Northern Kentucky University  
<https://www.nku.edu>

University of Kentucky  
<http://www.uky.edu>

University of Louisville  
<http://louisville.edu>

Western Kentucky University  
<https://www.wku.edu>

## State-Supported Community Colleges

<https://kctcs.edu/>

Ashland Community and Technical College  
Big Sandy Community and Technical College  
Bluegrass Community and Technical College  
Elizabethtown Community and Technical College

Gateway Community and Technical College  
Hazard Community and Technical College  
Henderson Community College  
Hopkinsville Community College  
Jefferson Community and Technical College  
Madisonville Community College  
Maysville Community and Technical College  
Owensboro Community and Technical College  
Somerset Community College  
Southcentral Kentucky Community and Technical College

Southeast Kentucky Community and Technical College  
West Kentucky Community and Technical College

March 2019

## FEDERAL BENEFITS

### Death benefits information for requesting law enforcement agency and family of deceased law enforcement officer.

As of October 2017, all Public Safety Officer's Benefits (PSOB) are completed via the online claims portal. If you are following up on a claim prior to October 10, 2017, contact PSOB Office at: [AskPSOB@usdoj.gov](mailto:AskPSOB@usdoj.gov) or call 1-888-744-6513

2. **View PSOB tutorial video** on information for filing for benefits go to: <https://www.youtube.com/watch?v=nxvZuT4Nb4Q&feature=youtu>.

3. **Follow link** <https://psob.bja.ojp.gov/benefits> for online benefit applications. You must sign in or register a new account to apply for any and all benefits.

#### **CLAIM FOR DEATH BENEFITS APPLICATION PART A**

*(completed by family of deceased)*

*Please see attached pamphlet from the US Department of Justice for all required documentation needed.*

#### **CLAIM FOR DEATH BENEFITS APPLICATION PART B**

*(completed by law enforcement agency of deceased)*

*Please see attached pamphlet from the US Department of Justice for all required documentation needed.*

### **PUBLIC SAFETY OFFICERS' EDUCATIONAL ASSISTANCE PROGRAM (PSOEA)**

Follow link <https://psob.bja.ojp.gov/benefits> for online benefit applications. You must sign in or register a new account to apply for **education** benefits before you can apply for benefits.

Scroll to bottom of page and click on Application Instructions for Public Safety Officers' Educational Assistance (PSOEA) Benefits for any questions you may have.

#### **CLAIM FOR EDUCATION BENEFITS PRE-SCREEN - Part 1**

*Eligible applicants: spouses and children who have previously been approved for PSOB death or disability claims. This is to confirm eligibility.*

*Public Safety Officer's children have until age 27*

*Available is 45 months of full-time education or training*

*Proportional period for a part-time program*

#### **CLAIM FOR EDUCATION BENEFITS - Part 2**

*Once you are confirmed and accepted, you will be given access to complete your initial Payment Application.*

#### **SOCIAL SECURITY BENEFITS**

A claim must be completed with a Social Security office. You may not report a death or apply for benefits online. You can contact your local Social Security Office or call 1-800-772-1213. Follow link <https://www.ssa.gov/planners/survivors/howtoapply.html> on how to apply for benefits.

*This document is intended for educational purposes only and not meant to be for specific legal advice. Please contact your legal advisor for specific legal advice.*

## Contacts to Know

### **Public Safety Officers' Benefits Program**

Bureau of Justice Assistance

U.S. Department of Justice

<https://psob.bja.ojp.gov/benefits/>

[AskPSOB@usdoj.gov](mailto:AskPSOB@usdoj.gov)

888-744-6513

### **Social Security Administration**

<https://www.ssa.gov/benefits/survivors/>

1-800-772-1213

TTY 1-800-325-0778

### **United States Department of Labor**

Office of Workers' Compensation

<https://www.dol.gov/general/topic/workcomp>

#### **Additional Resources Available:**

**Counseling**  
**Education Benefits**  
**Health Benefits**  
**Life Insurance Policy**  
**NRA Death Benefit**  
**Peer Support**  
**Programs for Adults/Children**  
**State Pension Benefit**  
**Social Security**  
**Workers Compensation**  
**Veterans Benefit**

If you have any questions please contact:

Justice and Public Safety Cabinet,  
Death Claims Administrator  
c/o Asst. General Counsel, DOCJT  
Department of Criminal Justice Training  
521 Lancaster Avenue  
Funderburk Building  
Richmond, KY 40475

(859) 622-8229

March 2019

**PUBLIC SAFETY OFFICERS' BENEFITS  
DEATH BENEFITS PROGRAM**



**Required Documents**  
**FILING A PSOB DEATH CLAIM**

U.S. Department of Justice



## Death Benefits Application - Part A - Survivors

Collect and upload the following required documents regarding the officer's surviving family and potential beneficiaries.

For officers with surviving children, use the "Children At-A-Glance" chart on the back of this checklist for the documents to include with the application.

- Death Benefits Application Part A completed and electronically signed by the survivor(s) or authorized representative.
- Divorce decrees for all the officer's and current spouse's previous marriages, including references to physical custody of any children, *if applicable*.
- Officer's current marriage certificate, *if applicable*.
- Death certificates for all the officer's and current spouse's previous marriages, if any of the marriages ended in death, *if applicable*.

## Death Benefits Application - Part B - Agency

Collect and upload the following required documents regarding the officer's line-of-duty death from agency records.

- Death Benefits Application Part B completed and electronically signed by the head of the public safety agency or designee.
- Incident and/or Accident Reports.
- Death Certificate.
- When the cause of death is a heart attack, stroke, or vascular rupture, all incident and/or accident reports for the officer's on-duty activities in the 24 hours prior to his or her heart attack, stroke, or vascular rupture.
- A copy of any of the rulings related to other benefits (workers' compensation, state line of duty, September 11th Victim Compensation Fund) that were applied or related to the officer's death.
- Volunteer Fire Departments (VFD), Rescue Squad, Ambulance Crew Only: Supporting documentation of department's volunteer status, *if applicable*.
  - If VFD, Rescue Squad, or Ambulance Crew is a nonprofit/chartered corporation, a statement on letterhead, signed by an elected official such as a mayor, county commissioner, etc., which states:  
  
"The [insert name of VFD, Rescue Squad, or Ambulance Crew] is legally organized and is authorized by the [insert name of government agency] to act on its behalf by providing [*fire services or rescue activities, or emergency medical services*] as its primary function, to the community of [insert name of jurisdiction]."

## SUBMIT

Submit the above information via **PSOB 2.0**. Keep a complete copy for your records.

- File online at [www.psob.gov](http://www.psob.gov)**

*Because every PSOB case is unique, additional information may be requested to clarify or establish the eligibility of claims and beneficiaries according to the PSOB Act and its regulations.*

*While the PSOB Office hopes that no agency or family ever requires our services, we stand ready to assist you throughout the claim process. Do not hesitate to contact the PSOB Office toll free at 1-888-744-6513 between the hours of 8 a.m. and 4:30 p.m. Eastern Standard Time or by email at [AskPSOB@usdoj.gov](mailto:AskPSOB@usdoj.gov) for assistance with any part of the PSOB claim.*

## PUBLIC SAFETY OFFICERS' BENEFITS "CHILDREN" AT-A-GLANCE

	Birth Certificate	Signature on PSOB Claim Form	Statement from child that he/she was capable of self-support when the officer passed away	Statement from school confirming child's status as a full-time student for the term when the officer passed away	Statement from child's parent that, when the officer passed away: <ul style="list-style-type: none"> <li>• the child's principal residence was the home of the officer; OR</li> <li>• the child did not live at the officer's home but was dependent on the officer's income for more than one-half of the child's support; OR</li> <li>• the officer accepted the child as his/her own (include affidavits from two non-family members stating such).</li> </ul>
Natural child, age 18 or under when the officer passed away?	✓	Parent or Guardian of Child			
Stepchild, age 18 or under when the officer passed away?	✓	Parent or Guardian of Child			✓
Natural child, age 19–22, and a full-time student when the officer passed away?	✓	Child		✓	
Natural child, age 19–22, and not a full-time student when the officer passed away?	✓	Not Required	✓		
Stepchild, age 19–22, and a full-time student when the officer passed away?		Child		✓	✓
Stepchild, age 19–22, and not a full-time student when the officer passed away?		Not Required	✓		
Natural or stepchild over the age of 22 when the officer passed away?		Not Required			



# BJA

Bureau of Justice Assistance  
U.S. Department of Justice

### PUBLIC SAFETY OFFICERS' BENEFITS OFFICE

U.S. Department of Justice • Office of Justice Programs • Bureau of Justice Assistance  
810 Seventh Street NW., Fourth Floor, Washington, DC 20531

Web site: [www.psob.gov](http://www.psob.gov) • Toll free: 1-888-744-6513 • E-mail: [AskPSOB@usdoj.gov](mailto:AskPSOB@usdoj.gov)