



FISCAL YEAR 2026 EQUIPMENT REIMBURSEMENT APPLICATION

REQUESTING AGENCY INFORMATION

DATE OF REQUEST: _____

AGENCY NAME: _____

AGENCY ADDRESS: _____
Street Address

City

State

Zip Code

AGENCY FEDERAL TAX IDENTIFICATION NUMBER (FIN): _____

REIMBURSEMENT AMOUNT REQUESTED: \$_____ (*Maximum Reimbursement: \$10,000.00*)

REQUESTING AGENCY REPRESENTATIVE CONTACT INFORMATION

TITLE AND NAME: _____

E-MAIL: _____ PHONE: _____

PURPOSE OF REQUEST

Please use the space below to describe in detail the type of equipment, training, software, or recurring equipment costs you are requesting to purchase; include the reason for your request and how this HEAT funding will be used to support your agency's efforts in combating the theft of vehicles and/or vehicle parts in your jurisdiction. Please attach extra pages as necessary.

SUBMITTING YOUR APPLICATION

Please submit completed applications and/or questions to:

First Sergeant Peter W. Lazear

HEAT Program Statewide Coordinator

peter.lazear@vsp.virginia.gov

Cell Phone: (804) 221-0997

Applications will be processed on a first-come basis beginning July 1, 2025.

Once your application has been reviewed, you will receive an email informing you if your purchase is approved. If your application is approved then you may initiate your purchase(s). Once payment is made in full, please email receipts or other proof of payment to F/Sgt Lazear. Reimbursement will then be authorized to your agency in accordance with your FIN.

Please note that all receipts must be received no later than May 31, 2026.