



Members of the Texas Association of Counties Risk Management Pool enjoy an array of benefits, including coverage tailored to meet the needs of Texas counties, valuable risk control services and excellent customer service.

More information and forms at www.county.org/rcrp.

RISK CONTROL REIMBURSEMENT PROGRAM

The TAC Risk Management Pool's new **Risk Control Reimbursement Program** (RCRP) assists Texas counties in creating, enhancing and maintaining effective risk control programs. This voluntary program allows TAC RMP members participating in qualified lines of coverage to seek reimbursement for the costs associated with implementing approved risk control projects.

Participation Options

The RCRP offers two participation options: the **Risk Management Program** and **Law Enforcement Program**.

Risk Management Program - Available to TAC RMP members participating in the Auto Liability (AL), Workers' Compensation (WC), Public Officials Liability (PO) and Property (PR) programs.

Law Enforcement Program - Available to TAC RMP members participating in Law Enforcement Liability (LE) Program.

How the Program Works

1. Qualified applicants must submit an RCRP Application and Project Request Form for each project by **July 1, 2016**. The form can be found online at www.county.org/rcrp and should be mailed to:

TAC Risk Control Services
Attn: Lee Bell-Hovland
1210 San Antonio
Austin TX 78701
(512) 615-8911
 - a. The application must detail the proposed project and a description of how it will benefit the TAC RMP member in the reduction of losses;
 - b. It must be signed by a quorum of the governing body; and
 - c. It may include requests for more than one project.
2. TAC RMP notifies applicants when they've been approved for the program by **Aug. 1, 2016**, including the reimbursement amounts.
3. RCRP participants must submit a Reimbursement Form with receipts for all approved project items by **Dec. 1, 2016**.
4. TAC RMP will mail reimbursement checks to program participants by **Jan. 1, 2017**.

TAC RMP is committed to assisting its members in their risk control efforts. To learn more about this exciting new program please see www.county.org/rcrp or contact your Risk Management, Risk Control, Law Enforcement or Human Resources consultant at (800) 456-5974.



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Risk Control Reimbursement Program

APPLICATION AND PROJECT REQUEST FORM

Please complete the Application and Project Request Form for each project requested.

The Risk Control Reimbursement Program (RCRP) is a program created to encourage and assist TAC Risk Management Pool (TAC RMP) members in their risk control efforts, increase risk control participation and reduce costs associated with losses due to controllable risk. TAC RMP members may be reimbursed a predetermined amount to be used for approved risk control projects. TAC RMP members will be notified if a project is approved and the funds available for reimbursement. All members are encouraged to participate in the RCRP.

TAC RMP members wishing to participate in the program must complete this RCRP Application and a Project Request Form for each project. The deadline to apply is July 1, 2016.

Applicant Information and Agreement

Member Name: _____

Applicant Name: _____

Address: _____

City/State/ZIP: _____

Phone: _____

Email: _____

I verify that all information submitted is true, correct and complete. I understand that any misrepresentation of facts or false statements contained herein may result in a denial of, or request from TAC RMP to return, Project Reimbursement funds. I understand and agree to the following:

- Reimbursement amounts may only be used for the purchase of equipment, services and training for the project(s) approved.
- TAC RMP may not approve reimbursement for every project submitted.
- Applicants must be TAC RMP members and participate in the program line related to the project request.
- Coverage in the related program line must be in effect at the time of application approval and reimbursement request.
- Projects completed prior to project approval are not eligible for reimbursement.
- Reimbursement Form and supporting documents for approved projects (receipts of project-related equipment purchases, training and/or services) must be received no later than Dec. 1 of the program year.
- Funds are limited; applications are approved based on merit.

County Judge or Executive Director

Title

Date



Risk Control Reimbursement Program

APPLICATION AND PROJECT REQUEST FORM

Please complete the Application and Project Request Form for each project requested.

Project Contact Name: _____

Project Name: _____

Reimbursement Amount Requested: _____

Check all coverage lines to be impacted by this project:

- Workers' Compensation
- Law Enforcement
- Public Officials
- Property
- Auto Liability

Project Description:

Project Start/End Date:

Item Name: _____ Quantity: _____ Cost: _____

Item Name: _____ Quantity: _____ Cost: _____

Item Name: _____ Quantity: _____ Cost: _____

Item Name: _____ Quantity: _____ Cost: _____

Location of Project: _____

Department Name: _____

Number of Employees Affected: _____

Number of Jail Beds (if applicable): _____

Describe in detail how this project will help prevent or minimize claims/losses.

Describe the training that will be done in conjunction with this project.

INTERNAL USE ONLY.

Project No. _____

Assigned by TAC: _____

Please attach any other information regarding this project you would like to be considered.



Risk Control Reimbursement Program REIMBURSEMENT FORM

Member Name: _____

Project Number: _____ Funds Available: _____

Project Number: _____ Funds Available: _____

Project Number: _____ Funds Available: _____

Total Reimbursement Funds Available: _____

Instructions

Please use this form to list all approved project items purchased. Attach receipts and return to TAC Risk Control Services no later than **Dec. 1, 2016**. For additional space, please use the back of this form.

Please mail or scan and email the Reimbursement Form and all documentation to:

TAC Risk Control Services

Attn: Lee Bell-Hovland

1210 San Antonio

Austin, TX 78701

Email: TACRCS@county.org (Please put **ATTN: RCRP** in subject line.)

Project Number	Item Description	Manufacturer	Cost Per Item	Quantity	Total Cost

For additional space, please use the back of this form

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Example Risk Control Projects Eligible For Reimbursement

The following are examples of possible risk control projects that could be considered eligible for reimbursement in the RCRP. This list does not include all projects that could be approved.

Risk Management Projects	Description	Qualified Lines of Coverage
Safety Equipment	The qualifying application may include funds for the purchase of personal protective equipment, which may include but is not limited to: <ul style="list-style-type: none"> • Safety glasses • Traffic vests • Welding equipment • Wire mesh gloves • First aid kits • Blood-borne pathogen kits • Other forms of protective equipment 	WC, LE
First Aid and CPR Certifications	The qualifying application may include funds for staff to complete "train the trainer" courses for first aid and CPR certifications. These classes must be completed before 12/1 of the reimbursement year.	WC, LE
Employee Orientation	The qualifying application may include funds for the purchase of materials to be used in an employee orientation, which may address: <ul style="list-style-type: none"> • Employee safety, prevention of work-related injuries • Human resources orientation 	WC, PO
Job Specific Training	The qualifying application for this project may include funds for employees to attend job specific training, which may include but is not limited to: <ul style="list-style-type: none"> • Heavy equipment operation training • Emergency response driver training • LOTO (Lock Out-Tag Out) programs • Advanced employment law training or certifications 	WC, PO
Online Regulatory Subscriptions	The qualifying application may include funds for the purchase of regulatory online subscriptions to: <ul style="list-style-type: none"> • Administer human resources • Chemical safety programs • Other similar programs 	PO, WC
Equipment	<ul style="list-style-type: none"> • Defibrillators • Power stretchers • Other similar equipment 	WC
Safety Shoes	Reimbursement for the purchase of approved safety shoes. These funds are limited to safety shoes for only the following WC Classification Codes: <ul style="list-style-type: none"> • 7720 (law enforcement) • 7722 (juvenile detention offices) • 5506 (road and bridge) • 9102 (parks and recreation) 	WC
Facility Operations	The qualifying application may include funds to purchase, improve, update and repair equipment or programs, which may assist in the safety operation of the facility including but not limited to: <ul style="list-style-type: none"> • Fire prevention equipment • Lightning protection • Security monitoring systems • Alarm systems • Roof improvements • Winterizing programs • Water intrusion prevention program. • Facility management programs • Other similar programs 	PR
Slip and Fall Prevention Initiatives	The qualifying application may include funds to improve or repair facilities or equipment conditions, which may assist in the prevention of slip and fall injuries, including but not limited to: <ul style="list-style-type: none"> • Floor surface improvements • Steps and ramps • Railings • Lighting 	WC, PR
Fleet Operation Systems	The qualifying application may include funds for the purchase of items to manage fleet operations such as: <ul style="list-style-type: none"> • Driver monitoring systems (<i>This may include driver cameras for vehicle operation monitoring</i>) • Fleet operation programs • CDL training • Train the trainer defensive driving 	WC, AL
Law Enforcement Projects	Description	Qualified Lines of Coverage
Law Enforcement	The qualifying application may include funds for the purchase of safety equipment for law enforcement operations including, but not limited to: <ul style="list-style-type: none"> • Fit for duty/ wellness programs <ul style="list-style-type: none"> • Purchase of exercise equipment • Subscription to support wellness and fit for duty programs • Purchase of services to assist in developing and promoting fit for duty and wellness programs • Bulletproof vests • Safety restraining chairs • Tasers • Body-worn cameras • Inmate monitoring system • Reimbursement for the purchase approved inmate monitoring system such as the PIPE, or RFID <ul style="list-style-type: none"> • Upgrades and maintenance • TAC RMP will reimburse up to \$2,000 for Inmate Monitoring Systems upgrades 	LE