



BJA

Bureau of Justice Assistance
U.S. Department of Justice

PUBLIC SAFETY OFFICERS' BENEFITS PROGRAM

Claim for Death Benefits Application

Part B (Agency)

This file contains an example of the online application you will fill out for the Claim for Death Benefits. This information is provided as a reference tool only and it is not intended to be submitted. If you would like to proceed with the on-line application, please create a User Account.

PUBLIC SAFETY OFFICERS' BENEFITS PROGRAM

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How to Apply for Death Benefits

Application Instructions for PSOB Death Benefits:

Welcome to the Bureau of Justice Assistance's Public Safety Officers' Benefits Program online application.

The PSOB Office extends its condolences on the death of your fallen colleague or loved one. This online system has been designed with you in mind, to impose the least possible burden while providing the PSOB Office with the information required to file your application.

The PSOB Death Benefits Application consists of two parts, Part A and Part B. Part A is completed by the Applicant or Authorized Representative, Part B is completed by the Employing Agency. Parts A and B, and all required supporting documents listed in the custom checklist must be uploaded before the application can be considered complete.

Based on the responses provided in your application, a customized checklist of required documents will be generated. The documents listed in the custom checklist must be uploaded before the application can be considered complete.

You can review a [general list of required documents](#) for filing a death benefit claim, understanding the documents will vary based on each officer's situation. You will be prompted to upload the minimally necessary documentation before completing your application.

How to Apply:

Applicants – Enter Part A: Provide answers to the application questions and attach (upload) supporting documentation as instructed. When you submit Part A, you will see if the Officer's Public Safety Agency has completed Part B. If the Public Safety Agency has not completed Part B of the application, please contact the agency point of contact to follow up.

Part A – Applicant ▶

Agency User – Enter Part B: Provide information about the Officer and Agency and attach supporting documentation as instructed. If you are also entering information on behalf of an applicant, please enter Part A after completing Part B.

Part B – Agency ▶

The BJA PSOB Office is honored to review the nearly 900 claims submitted each year on behalf of America's fallen and catastrophically disabled public safety heroes and their loved ones.



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Privacy Act Notice

Authority: 34 U.S.C. subtit. I, ch. 101, subch. XI, 42 U.S.C. 3796, and 44 U.S.C. 3103

Purpose: The information you submit in your claim is for official use by the U.S. Department of Justice for the purpose of determining your eligibility for, and the amount of, the benefit you may receive under your claim to the Public Safety Officers' Benefits Program and for the purpose of managing this Program.

Routine Uses: Information you submit regarding your claim may be disclosed by the Department of Justice only in accordance with the provisions of the Privacy Act, and for the routine uses indicated below:

- (a) To State and local agencies to verify and certify eligibility for benefits.
- (b) To researchers for the purpose of researching the cause and prevention of public safety officer line of duty deaths.
- (c) To appropriate Federal agencies to coordinate benefits paid under similar programs.
- (d) In a proceeding before a court or adjudicative body before which the OJP is authorized to appear, when i. The OJP, or any subdivision thereof, or ii. Any employee of the OJP in his or her official capacity, or iii. Any employee of the OJP in his or her individual capacity, where the Department of Justice has agreed to represent the employee, or iv. The United States, where the OJP determines that the litigation is likely to affect it or any of its subdivisions, is a party to litigation or has an interest in litigation and such records are determined by the OJP to be arguably relevant to the litigation.
- (e) To the news media and the public pursuant to 28 CFR 50.2 may be made available from systems of records maintained by the Department of Justice unless it is determined that release of the specific information in the context of a particular case would constitute an unwarranted invasion of personal privacy.

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(f) To the National Archives and Records Administration (NARA) and to the General Services Administration in records management inspections conducted under the authority of 44 U.S.C. 2904 and 2906.

(g) To a Member of Congress or staff acting upon the Member's behalf when the Member or staff requests the information on behalf of and at the request of the individual who is the subject of the record.

(h) Pursuant to subsection (b)(3) of the Privacy Act, the Department of Justice may disclose relevant and necessary information to a former employee of the Department for purposes of: responding to an official inquiry by a federal, state, or local government entity or professional licensing authority, in accordance with applicable Department regulations; or facilitating communications with a former employee that may be necessary for personnel-related or other official purposes where the Department requires information and/or consultation assistance from the former employee regarding a matter within that person's former area of responsibility.

(i) To appropriate agencies, entities, and persons when (1) The Department suspects or has confirmed that there has been a breach of the system of records; (2) the Department has determined that as a result of the suspected or confirmed breach there is a risk of harm to individuals, DOJ (including its information systems, programs, and operations), the Federal Government, or national security; and (3) the disclosure made to such agencies, entities, and persons is reasonably necessary to assist in connection with the Department's efforts to respond to the suspected or confirmed breach or to prevent, minimize, or remedy such harm.

Effect: While providing this information is voluntary, failing to provide information may result in delays in processing or a claim being denied based on insufficient evidence.



Web Privacy Policy Notice

Pursuant to OMB 17-06, *Policies for Federal Agency Public Websites and Digital Services*, “agencies must post a link to [their] website’s Privacy Policy on any known, major entry points to the website as well as any webpage that collects PII.” OMB 17-06, *Policies for Federal Agency Public Websites and Digital Services*, Section 6, B. The PSOB 2.0 webpage will collect PII. Accordingly, OJP must add a link within the PSOB 2.0 webpage to the DOJ Privacy Policy pursuant to OMB 17-06, Section 6, B. OPCL recommends the following language under the Privacy Act Statement above: The Bureau of Justice Assistance, Office of Justice Programs will collect, process, disclose, and store your personal information that you submit through this online portal with the U.S. Department of Justice (DOJ) Privacy Policy and as stated on the Privacy Act Statement above. Your online submission of personally identifiable information constitutes your agreement to the DOJ Privacy Policy.

If you have questions about PSOB Benefits or wish to speak to a Customer Resource Center Representative, call 1-888-744-6513 between 8:00 a.m. - 4:30 p.m. Eastern Standard Time, or send a message to the PSOB Customer Resource Center using [Messages](#) in [MyPSOB](#).

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Applicant Type

In what way are you authorized to complete this application on behalf of the Public Safety Officer's Employing Agency?

Applicant Type *

- Employee of the Agency
- National Stakeholder
- Other (please describe)

Describe "other" here:

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Enter the Public Safety Officer's information

Prefix

Describe "other" here

Public Safety Officer First Name *

Public Safety Officer Middle Name

Public Safety Officer Last Name *

Public Safety Officer Suffix

Public Safety Officer Job Title *

Public Safety Officer Social Security Number (Enter in this format: 666-66-6666) *

Public Safety Officer Date of Birth *

Public Safety Officer Date of Injury *

Public Safety Officer Date of Death *

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Enter information about the Public Safety Officer and Employing Agency

Public Safety Officer Type: *

- Law Enforcement Officer
- Firefighter
- Rescue Squad or Ambulance Crew Member
- Emergency Management or Civil Defense Member
- Other (please describe)

Describe "other" here:

Jurisdiction Type: *

- 1 - Local Unit of Government (City, County, Township)
- 2 - State Government
- 3 - Tribal Government
- 4 - Federal Government
- 5 - Volunteer Fire Department
- 6 - Nonprofit entity serving the public: (Fire Services, Rescue Activities, Emergency Medical Services)
- 7 - Other (please describe)

Describe "other" here:

Was the Officer serving in a volunteer capacity at the time of injury? *

- Yes No

Was the Officer serving as a contractor at the time of injury? *

- Yes No

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Enter the Employing Agency's information

Employing Agency Contact Information

Name of Employing Agency, Organization or Unit: *

Employing Agency Address Line 1: *

Employing Agency Address Line 2:

Employing Agency City: *

Employing Agency State: *

Describe "other" here:

Employing Agency Zip/Postal Code: *

Employing Agency Country:

Employing Agency Phone Number: *

Employing Agency Alternate Phone Number:

Agency Head Contact Information

Agency Head Prefix

Agency Head Prefix Other

Agency Head First Name: *

Agency Head Last Name: *

Agency Head Suffix

Agency Head Job Title: *

Agency Head Email Address: *

The address of the Agency Head is the same as the Employing Agency.

Agency Head Address Line 1: *

Agency Head Address Line 2:

Agency Head City: *

Agency Head State: *

Describe "other" here:

Agency Head Zip/Postal Code: *

Agency Head Country:

Agency Head Phone Number: *

Agency Head Alternate Phone Number:

Employing Agency Point of Contact Information

Agency Point of Contact Prefix

Agency Point of Contact Prefix Other

Agency Point of Contact First Name: *

Agency Point of Contact Last Name: *

Agency Point of Contact Suffix

Agency Point of Contact Job Title: *

Agency Point of Contact Email Address: *

The address of the Agency Point of Contact is the same as the Employing Agency.

Agency Point of Contact Address Line 1: *

Agency Point of Contact Address Line 2:

Agency Point of Contact City: *

Agency Point of Contact State: *

Describe "other" here:

Agency Point of Contact Zip/Postal Code: *

Agency Point of Contact Country:

Agency Point of Contact Phone Number: *

Agency Point of Contact Alternate Phone Number:

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Officer Injury Profile

Cause of Injury: (Check all that apply) *

- Bullets
- Explosives
- Sharp Instruments/ Blunt Objects
- Physical Blows
- Motor Vehicle/ Boat/ Airplane/ Helicopter Accident
- Fire/ Smoke Inhalation
- Chemicals
- Electricity
- Climatic Conditions
- Infectious Disease
- Radiation
- Viral Infection
- Heart Attack
- Stroke
- Vascular Rupture
- Occupational Disease
- Stress or Strain
- Other (please describe)

Describe "other" here:

Was this injury related to the events of September 11, 2001? *

- Yes
- No

At the time of injury, was the Officer: *

- On-duty
- Off-duty
- Other (please describe)

Describe "other" here:

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Statement of Circumstances

Select this option if you would prefer to upload a Statement of Circumstances as a document instead of entering a new record below. If selected, you will be prompted to upload your document in the Required Documents section.

I will upload a Statement of Circumstances

Describe the circumstances of the Public Safety Officer's injury. Please provide details about what happened, as well as when, where, and how the incident occurred, and whether or not the Public Safety Officer was on duty. *

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Public Safety Officer's 24 Hour Activity Report

Select this option if you would prefer to upload the 24 Hour Activity Report as a document instead of entering a new record below. If selected, you will be prompted to upload your document in the Required Documents section.

Upload 24 Hour Activity Report

Provide a statement accounting for the 24 hour period prior to the onset of the Officer's heart attack, stroke or vascular rupture. Note the hours within this period that the Officer was on duty, and give detailed information on all of the Officer's on-duty actions during that time. *

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Potential Limitations on Payment

Was there any indication that the Officer was performing duties in a grossly negligent manner at the time of the injury? *

Yes No

If yes, please explain.

Was there any indication that the Officer's injury was caused by an intention to bring about the injury or death? *

Yes No

If yes, please explain.

Was there any indication that the Officer's injury was caused by intentional misconduct? *

Yes No

If yes, please explain.

Was there any indication that the Officer was voluntarily intoxicated at the time of injury? *

Yes No

If yes, please explain.

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Other Benefits

Has a claim for benefits been filed under any of the following: (Check all that apply) *

- State Line of Duty Death Benefits
- Workers' Compensation
- Federal Employees Compensation Act
- D.C. Retirement and Disability Act of September 1, 1916
- September 11th Victim Compensation Fund
- Other (please describe)
- None of the above (please describe)

Describe "other" or "none of the above" here:

Has a final determination been issued for any of the following: (Check all that apply) *

- State Line of Duty Death Benefits
- Workers' Compensation
- Federal Employees Compensation Act
- D.C. Retirement and Disability Act of September 1, 1916
- September 11th Victim Compensation Fund
- Other (please describe)
- None of the above (please describe)

Describe "other" or "none of the above" here:

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Hierarchy of Beneficiaries

1) Officer's Surviving Spouse and Minor Child(ren)

A Minor Child is defined as a Child of the Officer who was less than 18 years of age at the time of the Officer's fatal injury, or a Child who was between the ages of 19-22 at the time of the Officer's fatal injury in addition to being a full-time student at the time of the Officer's fatal injury. If the Officer has a Surviving Spouse and no Minor Children, the spouse receives 100% of the benefit; if the Officer has a Surviving Spouse and a Child or Children, the Spouse receives 50% of the benefit, while the Children receive the remaining 50% of the benefit in equal shares. If the Officer has no Surviving Spouse or Minor Children, the next eligible beneficiary on the benefits hierarchy would be the:

2) PSOB Designee on file with the Agency at the time of the Officer's death

The PSOB Designee on file with the Agency at the time of the Officer's death is the beneficiary for PSOB benefits that was specifically designated by the Officer prior to his or her fatal injury, if such a designation was made, and which was on file with the Agency at the time of the Officer's fatal injury. If there was such a designation, a copy of the written designation that was on file with the Officer's Agency at the time of his or her fatal injury must be provided. If the Officer has no Surviving Spouse or Minor Children, and had no PSOB Designee on file with the Agency at the time of his or her fatal injury, the next eligible beneficiary on the benefits hierarchy would be the:

3) Life Insurance Designee on file with the Agency at the time of the Officer's death

The Life Insurance Designee on file with the Agency at the time of the Officer's death is the Life Insurance Beneficiary that was specifically designated by the Officer prior to his or her fatal injury, if such a designation was made, and which was the most recently executed designation on file with the Agency at the time of the Officer's fatal injury. If there was such a designation, a copy of the written designation and policy that was on file with the Officer's Agency at the time of his or her fatal injury must be provided. If the Officer has no Surviving Spouse or Minor Children, and had no PSOB Designee on file with the Agency at the time of his or her fatal injury, as well as no Life Insurance Designee on file with the Agency at the time of his or her fatal injury, the next eligible beneficiary on the benefits hierarchy would be the:

4) Officer's Surviving Parents

If the Officer has one Surviving Parent, the Surviving Parent receives 100% of the benefit; if the Officer has more than one Surviving Parent, each Parent receives the benefit in equal shares. If the Officer has no Surviving Spouse or Minor Children, and had no PSOB Designee on file with the Agency at the time of his or her fatal injury, as well as no Life Insurance Designee on file with the Agency at the time of his or her fatal injury, and also had no Surviving Parents, the next and final eligible beneficiary on the benefits hierarchy would be the:

5) Officer's Surviving Adult Child(ren)

An Adult Child is defined as a Child of the Officer that does not qualify as a Minor Child due to age.

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Provide information about any possible beneficiary who may be eligible for PSOB Benefits.

Number of Other Beneficiaries *

Add Beneficiary

Relationship to Officer	Last Name	First Name	Middle Name	Email Address	Phone Number
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There are no records to display.

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Death Report Beneficiaries

Relationship to Public Safety Officer *

Describe "other" here

Prefix

Describe "other" here

First Name *

Middle Name

Last Name *

Suffix

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APPLICATION PREVIEW

Please Review and Confirm

The following is a summary of the information you have entered. Please review and make any necessary changes to this page before submitting your application.

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Required Documents

Based on your responses, a customized checklist has been generated. The following required documents must be provided for the application to be considered complete. If you have any questions, please contact the PSOB Customer Resource Center at 1-888-744-6513 between 8:00 a.m. - 4:30 p.m. Eastern Standard Time, or send a message using [Messages](#) in [MyPSOB](#).

[Click Here to Add Other Documentation](#)

Upload	Document Type	Association	Date Requested	Date Uploaded	Review Status	Instructions	Missing Document Justification
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CERTIFICATION OF APPLICATION

The information provided will be used by the Department of Justice to determine eligibility of an Applicant/Claimant for PSOB Program benefits. To verify eligibility for benefits, the information provided is subject to investigation and may be disclosed to federal, state, tribal, and local agencies to verify eligibility for benefits. If the Department of Justice receives adverse information regarding an Applicant's or Claimant's eligibility, an information of record may be disclosed as necessary to affected persons and federal, state, tribal, and local agencies, including those persons or agencies challenging eligibility.

I certify that all of the information provided is correct and complete to the best of my knowledge. I know of no facts or circumstances that would render the person identified here as ineligible for the benefit. I understand that knowingly and willfully making a false or incomplete statement or failing to fully disclose pertinent information concerning this claim may be grounds for non-payment of benefits or for prosecution for a false statement under 18 U.S.C. § 1001.

Checking the box below asserts that you have read and understand this Certification of Application, and will be treated as an electronic signature by or on behalf of the Agency.

Certification of Application *

If you are ready to submit your application, click the "Next/Save" button. If you need to make changes to your application, click the "Previous" button.

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FINAL REVIEW FORM

Please Review and Confirm

This final review form serves as the version of the application you are about to submit. If you wish to make edits, return to the editable preview screen to do so.

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OMB Form 1121-0220, Form Expiration Date: 10/31/2020

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Death Benefits Part B Application Submission Acknowledgement

Application Part B Successfully Submitted

A PSOB Death Benefits Application consists of two parts, Part A and Part B. Part A is completed by the Officer's beneficiary or Authorized Representative. Part B is completed by the Employing Agency. Parts A and B, and all required supporting documents must be provided before the application can be considered complete.

A Customer Resource Specialist will review the application. If all required documents are provided, the application will be assigned a claim number and will move to the next stage of review.

If you have additional questions, please do not hesitate to call the PSOB Customer Resource Center at 1-888-744-6513 Monday through Friday between 8:00 AM and 4:30 PM Eastern Standard Time, or send a message using [Messages](#) in [MyPSOB](#).

The BJA PSOB Office is honored to review the nearly 900 claims submitted each year on behalf of America's fallen and catastrophically disabled public safety heroes and their loved ones.

