

**FEDERAL LAW ENFORCEMENT TRAINING CENTER
NON-PARTNER ORGANIZATION REIMBURSABLE AGREEMENT**

This agreement between _____
and the Federal Law Enforcement Training Center (FLETC) establishes estimated reimbursable amounts and
appropriate billing information for FY _____.

ITEMIZATION OF COSTS

PROGRAM COSTS (Tuition + Miscellaneous) Line 1
INSTRUCTOR COSTS Line 2

ON SITE AGENCIES ONLY - MUST BE COMPLETED

ACADEMY SUPPORT COSTS Line 3

Academy support costs are those estimated costs to be incurred for FLETC funded travel, transportation,
rents, communications, utilities, printing, services, supplies, and equipment for FY _____ (not included in
training costs above) in support of agencies on site academy (estimated by agency).

GRAND TOTAL TOTAL LINES 1, 2, & 3

BILLING INFORMATION

All billings for training will be made the month after the program graduates, and supplies and equipment the
month after the goods are received. While the FLETC will make every effort to comply with the Prompt
Payment Act, any late interest penalty will be billed. The reimbursable agency is responsible for notifying the
FLETC of any changes to reimbursable amounts, billing method, or billing address.

Billing Method (Check One)

SF-1080
 IPAC

Agency Location Code Required _____

In addition to the above, you may provide an SF-182, Training Request Form.

Agency Name: _____
Billing Address: _____

City/State Zip: _____

Point of Contact: _____
Phone: _____ Fax: _____

Other information required on bill: _____

APPROVALS

Budget Officer
Approving Official for FLETC

Name/Title:
Approving Official for Agency