



Transportation Expenses and The Victims Compensation Assistance Program

Eligible transportation expenses include:

- Round-trip mileage for a private vehicle. The rate paid per mile is the state rate at the time of the service.
- Public transportation (such as Uber/Lyft, taxi fare, bus fare, etc.)
- Gas reimbursement for rental vehicles
- Car rental (up to \$30 per day)
- Parking expenses
- If travel is 50 miles or more (one way) the following can be reimbursed:
 - Meals – up to \$28 per day (\$6 for breakfast, \$6 for lunch, and \$16 for dinner)
 - Hotel – up to \$75 per night

If you have any questions regarding eligibility or additional services, please contact VCAP.

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The Commonwealth's Victims Compensation Assistance Program (VCAP) is committed to helping victims and their families ease the financial burden crime imposes upon them. An individual who incurs expenses traveling to or from a place for medical care, counseling, pharmacy or to attend a criminal justice proceeding, and for efforts that aid the investigation is eligible for reimbursement of travel expenses. A maximum payment of \$35,000 per direct victim can be reimbursed for transportation expenses related to the crime

To be considered for reimbursement of transportation expenses, the following needs to be provided:

- Medical, pharmacy, or counseling bill showing the name and address of the provider for the date of transportation. If a bill is not submitted, a letter from the provider on letterhead listing the dates of service including a statement verifying all services are directly related to the crime. For trips to pharmacy, the actual prescription receipt or printout from pharmacy.
- For reimbursement of travel costs to attend a court proceeding, copy of a subpoena or a letter from an appropriate court official who can verify that the individual attended the proceeding.
- Receipts, including the date of service, for public transportation.
- For travel over 50 miles, a bill for overnight accommodations for hotel reimbursement. For meal reimbursement for travel over 50 miles, receipts showing items purchased with date/time.

The payment process:

- All required documentation must be received before any payments can be processed. The sooner VCAP receives the requested information, the sooner any payments can be made by VCAP.
- If payment is owed to the provider, VCAP will send payment directly to the provider. Payments owed to the provider are released from the PA Department of Treasury within 2-4 weeks of being approved.
- Payments owed to the victim/claimant that total \$5,000.00 or less are released within 2 business days of being approved. Any remaining portion above \$5,000.00 is released from the PA Department of Treasury within 2-4 weeks of being approved.