



**Homeland  
Security**

**ODP Information Bulletin  
No. 157 March 30, 2005**

**TO:** All State Administrative Agency Heads  
All State Administrative Agency Points of Contact  
All Core City/Core County Points of Contact  
All State Homeland Security Directors

**FROM:** Matt Mayer  
Acting Executive Director

**SUBJECT:** Stipends for Volunteer Responders

This Information Bulletin expands allowable costs previously articulated in Information Bulletin #141, which clarified overtime and backfill allowable costs for volunteer responders. Under previous guidance, stipends were only permitted for unpaid volunteer firefighters to attend ODP training and exercises.

Based on feedback from states, ODP is broadening allowable stipends to include all volunteer responders, such as urban search and rescue teams and emergency medical service volunteers. This guidance applies to current and previous fiscal year funding for ODP grant programs.

Please be aware this does not include volunteers such as American Red Cross or Community Emergency Response Team members. In addition, states and territories are reminded to submit to their assigned Preparedness Officer a written justification and reimbursement policy detailing: 1) the difficulty states and locals are facing in scheduling responders to participate as unpaid volunteers; and 2) why volunteer responders who are willing to provide time without pay are unwilling to participate in related training and exercises, and that paying volunteers is a primary factor in enticing them to participate in training and exercises. The justification must explain how participation in ODP-approved training and exercises makes participants better at the work they perform during their regular volunteer duties. Finally, the state should develop and submit to their Preparedness Officer a policy for the standardized stipend amount to be provided for participation in training and exercises.

For further information on this Information Bulletin please contact your Preparedness Officer, or the Centralized Scheduling and Information Desk at 800-368-6498.