



## Department of Finance and Administration

1515 West Seventh Street, Suite 400  
Post Office Box 8031  
Little Rock, Arkansas 72203-8031  
Phone: (501) 682-1074  
Fax: (501) 682-5206  
<http://www.dfa.arkansas.gov>

### ON-CALL VOLUNTEERS MATCH

#### POLICY

On-call volunteers may be used to meet the match requirement of federally funded projects under grants awarded by DFA-IGS from the Victims of Crime Act, Stop Violence Against Women Act, and Family Prevention Services Act programs. DFA-IGS allows grantees to use 100% of their direct service time and 50% of other on-call volunteer hours as match to help provider organizations ensure that crisis response is available 24 hours.

#### PROCEDURE

Sub recipient organizations may use 100% of time spent by on-call volunteers providing direct services at a rate consistent with that paid (including fringe benefits) for the same or similar services within the organization. If no similar position exist within the organization, the prevailing labor market rate may be used. For other on call hours, the sub recipient may claim fifty percent (50%) of the value of these hours for match purposes. In order to qualify as match, the organization must provide a volunteer timesheet stating the services provided. Timesheet must show volunteer's name and list hours spent providing direct services separately from other on-call hours and must be signed by both the volunteer and the organization's executive director or a direct supervisor. To be allowable under the cost principles of the Code of Federal Regulations, the rate for these services must not exceed the rate the organization would pay an employee to perform the same or similar job. [See [2 CFR 200.306](#)]