**Section 501.90 Determination of Permissible Uses of Grant Funds**

a) The following categories are used by the Agency staff as a guide in determining necessary activities and authorized expenses payable under this Part. These categories are designed to achieve equality among known prospective grantees while taking into account the limitations imposed by the availability of appropriated funds.

b) Necessary Activities:

1) Plan development and maintenance.

2) Preparation for and participation in training.

3) Preparation for and participation in exercises and drills.

4) Maintenance of a specific capability to implement nuclear emergency response plans.

c) Authorized Expenses:

1) Personnel Services

A) Wages, plus fringe benefits, actually paid to employees of the grantee for participation in necessary activities as described in subsection (b) of this Section.

B) Compensation shall be based on hourly rates for the number of hours of actual participation in necessary activities as described in subsection (b) of this Section. For personnel not normally paid at an hourly rate, an hourly rate shall be determined by dividing the periodic salary or contract amount by the number of hours required to be worked (or if there is no such requirement, the hours typically worked) within the period.

C) Compensation for volunteers of the grantee shall be a set hourly rate documented by local government resolution. The rate per hour shall not exceed the usual and customary amount paid to volunteers assisting the grantee in local government emergency preparedness functions.

2) Travel

A) Travel allowances actually paid to grantee employees or volunteers for travel performed in connection with their participation in necessary activities as described in subsection (b) of this Section.

B) Compensation for transportation, lodging, and per diem or meal expenses shall not exceed the rate in the State of Illinois Travel Regulations, 80 Ill. Adm. Code 3000, in effect at the time the expenditure was incurred, unless a grantee ordinance, rule or regulation applicable to all employees of the grantee specifies a higher rate.

3) Equipment Use

A) Costs actually paid, incurred or obligated for grantee owned or leased equipment used during or in connection with a necessary activity as specified in subsection (b) of this Section.

B) Compensation for equipment use shall not exceed the current State of Illinois rate. Current rates can be found in the FEMA Schedule of Equipment Rates. Expenses for use of motorized equipment shall be fully documented. Documentation shall include the date of use, type of equipment, entity that used the equipment, miles or hours that the equipment was in use, and cost per mile for equipment use.

4) Telecommunications

A) Emergency Operations Center (EOC) telecommunications costs include installation, service and maintenance charges for those telecommunication lines, circuits and equipment used to maintain the capability to implement nuclear emergency response plans.

B) Monthly usage charges for EOC to include telecommunication lines and the circuit usage charges relating exclusively to maintaining the capability to implement nuclear emergency response plans.

5) Miscellaneous expenses include maintenance agreements, office supplies, postage or similar expenses related to maintaining the capability to implement nuclear emergency response plans.

(Source: Amended at 33 Ill. Reg. 9110, effective June 11, 2009)