



# ALASKA SEARCH and RESCUE ASSOCIATION

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On the Internet: [www.alaskasar.org](http://www.alaskasar.org)

## TRAINING FUNDS REQUEST POLICY

**Process for Requesting Funds:** Any ASARA organization or representative member in good standing can request funds from ASARA directly related to search and rescue in Alaska. Please reference our current funding guidelines below.

**Submitting a Request:** The requesting organization should complete an online Request for Funds. Organizations can access this form through their login under the Organization Portal link. Once submitted, the request will automatically be emailed to the ASARA President and ASARA Treasurer.

Funds will be distributed in two, 6 months cycles:

- January –June, requests due November 1<sup>st</sup>.
- July – December, requests due April 1<sup>st</sup>.

**Funding Decision:** The President will distribute the request to the nine ASARA Directors for discussion and a funding decision. After review and a decision has been made by the Directors, the President will notify the requesting agency. Please allow up to two weeks to be notified of the Director's decision.

**Reimbursement:** Class costs are reimbursed by ASARA to the sponsoring organization or agency after the training or workshop has been successfully completed. Please read the Funds Reimbursement Policy on the Documents page for further guidance on what information will be required before class costs can be reimbursed.

The following items are generally funded by ASARA:

- 1) Professional instructors fees
- 2) Instructors food, transportation and lodging
- 3) Facility rental
- 4) Equipment and supplies for each participant in an approved class
- 5) Certification and license fees (e.g. SAR Tech II certification)

Review the “*FUNDING GUIDELINES: 2015-2019 STATE OF ALASKA GRANT*” document for additional details.