

**MEMORANDUM OF UNDERSTANDING BY AND BETWEEN THE CIVIL AIR PATROL BY THE
FLORIDA WING AND CITY OF ORLANDO OFFICE OF EMERGENCY MANAGEMENT**

1. **Purpose.** City of Orlando, Office of Emergency Management (CITY) and Civil Air Patrol (CAP) wish to utilize the services of CAP and its volunteers for the public good. This memorandum of understanding (MOU) describes the procedures by which CITY request CAP mission support as well as the terms under which missions are authorized, performed, and reimbursed. The memorandum does not, in and of itself, create any legal obligations among the parties or signatories. All previous MOU(s) between CAP and CITY are superseded by this agreement. *NOTE: No Counterdrug (CD) missions are authorized by this MOU.*
2. **Parties.** This MOU is between CAP, by and through its Florida Wing (FLWG), and CITY.
 - a. **Civil Air Patrol.** CAP is a federally chartered charitable non-profit corporation. (36 U.S.C. §§40301-40307) Missions flown under this MOU are "corporate missions." Although CAP is not a government agency or military service, it acts as a volunteer civilian auxiliary of the United States Air Force (USAF) when the services of CAP are used by any department or agency in any branch of the Federal Government. Only USAF can assign "Air Force Assigned Missions" (AFAMs) See Attachment AF for a discussion of CAP's status and missions as the Air Force Auxiliary (10 U.S.C. §§9441, 9442) and procedures to request AFAMs.
 - (1) **Florida Wing, CAP.** FLWG is an administrative subdivision of CAP and not a separate legal entity from CAP. CAP is generally organized along geographic lines and FLWG's jurisdiction is defined by the boundaries of the state. Missions under this MOU will be performed by FLWG. Contact information is included as Attachment A. (The parties may update Attachment A unilaterally by e-mail or other writing.)
 - (2) **CAP Members.** CAP members are volunteers in public service. Members pay an annual membership fee to join and participate in CAP. "Members," as volunteers are not "employees." Although CAP may have employees in the state, their duties as employees are administrative in nature and do not include participating in CAP missions. FLWG may use CAP members of units from outside of FLWG or Florida to perform missions under this MOU. All CAP members shall be deemed members of FLWG while performing missions under this MOU and entitled to benefits of such membership that arise under this MOU.
 - (3) **CAP-USAF.** The United States and Civil Air Patrol -United States Air Force (CAP-USAF) are not a party to this agreement. (See Attachment AF)

b. CITY OF ORLANDO.

(1) The Office of Emergency Management. The City of Orlando, through its Emergency Operations Center (EOC), provides the coordination of emergency services within the City of Orlando including incorporated areas. This includes the selection and utilization of various resources and organizations capable of rendering services. Under Chapter 252 of the Florida Statutes, the City of Orlando, through the EOC, also coordinates the relief activities of both public and private relief or disaster assistance organizations that agree to volunteer their services under the direction and guidance of City of Orlando authorities. City of Orlando may utilize personnel and facilities of FLWG CAP for relief or disaster assistance organizations, churches, temples and synagogues in the distribution of food, relief supplies, medicines and other items and temporary shelters as part of the restoration or reconstruction of community services and essential facilities when deemed necessary. (EOC contact information is found in Attachment A.)

(2) Other State or Local Agencies. N/A

(3) City of Orlando – Florida Wing Relationship. There is no statutory relationship between the City of Orlando and the FLWG CAP.

3. CAP Mission Capabilities & Limitations.

a. Capabilities.

(1) Objectives. CAP provides an organization of private citizens equipped to respond to local and national emergencies and to serve the public welfare. (36 U.S.C. §40302) CAP can quickly organize large numbers of highly trained volunteers with ready access to up-to-date equipment to provide cost effective support to government agencies.

(2) Operations. FLWG assistance to CITY may include, and is not limited to: aerial missions such as reconnaissance to search for victims, damage assessments, or environmental surveys utilizing visual, photographic, digital, and video techniques; airborne communications support; and airlift (subject to regulatory restrictions discussed in paragraphs 3b). Other support may include: manual labor (e.g. filling sandbags for flood control); radio communications; and ground teams (typically used in search and rescue (SAR) missions). Ground teams are prohibited from participating in CD or other law enforcement missions.

b. Limitations.

(1) Priority of Missions. CITY understands and acknowledges that the USAF may withdraw CAP from missions in progress under this MOU when necessary to pursue higher priority missions. This is because CAP is the official auxiliary of the Air Force, and there is a priority for employing CAP resources which may affect availability of support to state and local authorities. Priority for utilizing CAP resources is as follows: first, USAF, then other DoD departments and agencies, other Federal departments and agencies, state agencies, and finally, local agencies.

(2) Law. CAP does not have any special exemption from civil or criminal law. Nothing in this agreement shall be read to require any party or signatory to act in violation of the law or applicable regulations. Furthermore, none of the provisions in this MOU is intended to conflict with applicable laws, regulations, or directives governing CAP missions/activities, including but not limited to those discussed below.

(a) Federal Aviation Regulations. Civil Air Patrol pilots, most of whom are private pilots, are required to comply with Federal Aviation Regulations (FARs.) The FARs may prohibit private pilots from flying some of the missions (including transport missions except for certain exceptions) contemplated by this MOU. (See Attachment B, CAP Missions and Pilot Limitations)

(b) Assistance to Law Enforcement. CAP regulations limit assistance to law enforcement agencies to "passive assistance." In accordance with CAPR 900-3, paragraphs 3 and 3a;

CAP members may not be deputized nor may they take an active part in arrest or detention activities and have no authority to restrict persons by means of force, active or implied.

CAP assistance to law enforcement agencies which may lead to criminal prosecution is restricted to patrol, reconnaissance, communications relay and reporting only. Requests for such assistance, unless of an emergency nature, must be approved in advance by the Wing and Region Commanders and coordinated with the NHQ Director of Operations via the CAP National Operations Center (NOC) at 888.211.1812 or opscenter@capnhq.gov. All CAP flights will be in accordance with CAPR 60-1.

(c) CAP Directives. CAP missions and activities are also limited by CAP regulations. CAP personnel are required to comply with CAP regulations. Failure of CAP members to comply with applicable regulations may result in administrative action. (See References below)

(3) Risk Management. CAP is an organization of non-paid volunteer citizens. As such, CAP members may decline to participate in missions or discontinue missions at any time. Additionally, CAP may decline or suspend CAP missions for any reason, including but not limited to safety, risk, and liability concerns.

4. Emergencies. For emergency missions in which (a) life or property is in imminent peril and (b) local resources are inadequate, please see Attachment AF for criteria and procedures for requesting an AFAM.

5. Requesting Missions - In General. Any and all mission requests may be submitted to the NOC at 888.211.1812 or opscenter@capnhq.gov. Reimbursement will be made in accordance with this paragraph and paragraph 7. Corporate missions may include, but are not limited to:

a. Air and Ground Search and Rescue (SAR) Operations.

See Attachment AF regarding requests for air and ground SAR operations. If the Air Force declines to accept the mission, CAP may nevertheless accept the mission as a corporate mission.

b. Mercy Missions. Mercy missions refer to the transport of blood, organs, serum, and medical equipment necessary to relieve a specific time-critical, life-threatening situation where commercial transportation is unavailable. For more information on how to request a Mercy mission, contact the Air Force Rescue Coordination Center (AFRCC) at 800-851-3051.

c. Disaster Mitigation and Relief (DR) Operations. DR missions relate to assistance needed for major disasters or emergencies (including all natural and man-made disasters such as hurricanes, floods, tornados, major storms, earthquakes, oil spills or other environmental disasters). See Attachment AF regarding requests for DR missions. If the Air Force declines to accept the mission, CAP may nevertheless accept the mission as a corporate mission.

d. **SAR/DR Training Missions.** See Attachment AF regarding requests for air and ground SAR/DR Training Missions. If the Air Force declines to accept the mission, CAP may nevertheless accept the mission as a corporate mission.

e. **Homeland Security (HLS).** See Attachment AF regarding requests for Homeland Security operations. If the Air Force declines to accept the mission, CAP may nevertheless accept the mission as a corporate mission.

f. **Aerial Reconnaissance of Ground Conditions and Surface Traffic for CITY.** This may include visual or photographic reconnaissance of wildlife, land, forests, roadways and waterways, etc. (Note: in the event of an "environmental disaster," CITY may be able to request an AFAM in accordance with Attachment AF). Participation of CITY personnel in these aerial reconnaissance missions is discussed in paragraph 5g below.

g. **CITY Crewmembers.** CITY may request CAP aircraft and aircrew as an aerial platform from which CITY officials may perform "aerial work," as "crew members." "Aerial work" includes missions such as aerial reconnaissance of ground conditions (discussed in paragraph 5f above) or operation of an airborne repeater. CITY officials may be authorized to fly aboard CAP aircraft in accordance with CAPR 60-1, *CAP Flight Management*. CITY officials performing aerial work or duty in the aircraft during flight are crewmembers and not "passengers."

h. **Air Transportation of Cargo and Passengers.** Air transport of cargo and/or passengers on corporate missions shall be in accordance with subparagraphs (1) and (2) below. Such missions shall be performed without reimbursement or payment of any kind from sources outside of CAP due to FAA restrictions. (Note: Transport missions may be funded by the CAP pilot or FLWG but such missions may be limited due to availability of funding):

(1) **Human Organs, Tissues, and Medical Supplies.** CAP may perform missions to transport organs, tissues, and/or medical supplies at request of CITY for humanitarian reasons without accepting reimbursement or payment of any kind from outside sources.

(2) **CITY Officials/Other Non-CAP Passengers.** CAP may transport CITY officials and other non-CAP passengers approved in accordance with CAPR 60-1.

6. Command, Control, Coordination and Cooperation:

a. Immediate command and control over all CAP resources and personnel employed in accordance with this MOU shall rest with CAP at all times. Mutual consent should be the norm; nevertheless, any party to this agreement may suspend or terminate CAP missions conducted pursuant to this MOU without cause.

b. Both FLWG and CITY agree to maintain continual and effective communication and coordination to facilitate the training necessary for effective CAP participation with Florida emergency service personnel in disaster relief missions.

7. Reimbursement. Reimbursement to FLWG for missions will be as follows:

a. Reimbursement for Corporate Missions. When CITY reimbursement is required by FLWG Wing for missions performed under this MOU, such reimbursement shall be limited to the rates established in the current Civil Air Patrol Regulation 173-3, *Payment for Civil Air Patrol Support* Attachment 1 (a copy of which is provided as Attachment C and incorporated herein by reference). The parties agree that Attachment C, as revised from time to time by CAP and approved by CAP-USAF, will be the basis for determining reimbursement. Additionally, aircraft and automobile fuel and oil will be reimbursed at actual cost.

b. Restrictions on Billing. Dual payment/compensation or double billing is prohibited and may not be requested or accepted. For example, if FLWG receives or is offered state funds for aircraft operating expenses (fuel, oil, maintenance), FLWG may not seek or accept reimbursement for the same expense from CAP National Headquarters, or from any other source (i.e. another federal agency).

8. Liabilities: Insurance, Workers Compensation & Related Matters.

- a. State Protections.** State protections afforded CAP and its members such as workers compensation and/or liability protection, if any, are set forth in Attachment D.
- b. CAP Protections.** In addition to protections afforded in paragraph 8a above (if any), CAP and its members are protected by liability insurance policies as well as member benefits described in CAP Regulation 900-5, *Civil Air Patrol Insurance/Benefits Program* and 112-10, *Indemnification*.
- c. No Federal Protections.** CAP and its members are not deemed to be instrumentalities of the United States while performing corporate missions. Therefore, Federal Tort Claims Act (FTCA) (10 U.S.C. 9442(b) (2); 28 U.S.C. 2671 *et. seq.*) and Federal Employees Compensation Act (FECA) (5 U.S.C. 8141) do not apply.

9. Air Force Provisions.

- a.** The subject MOU is between CAP Corporation and City of Orlando and is not an agreement with CAP as the Air Force Auxiliary.
- b.** The United States Air Force has priority in the use of CAP equipment bought with appropriated funds. The priority for utilizing CAP resources is: (1) USAF; (2) Other DoD departments and agencies; (3) other Federal departments and agencies; (4) State agencies and (5) Local agencies.
- c.** CAP volunteers flying missions under this MOU are not eligible for FTCA or FECA benefits.
- d.** No Air Force Assigned Missions (AFAM) will be assigned pursuant to this MOU.
- e.** Missions flown and funded under this MOU are not eligible for payment or reimbursement from the federal government.

10. Effective Date, Term, Termination, and Approval Provisions.

- a. **Effective Date.** The terms of this MOU will become effective as of the date signed by both parties.
- b. **Term.** This MOU shall be effective for a period of five years from its effective date.
- c. **Amendment.** This MOU embodies the entire terms and understanding of the parties and no other agreements exist between the parties except for those expressly stated herein, to include attachments cited below and executed by the parties. This MOU may be amended by written notice of either party, which expressly identifies itself as a part of this agreement and is signed by an authorized representative of each of the parties. Air Force provisions in this MOU are not subject to amendment or revision by either party. (See paragraph 9 and Attachment AF)
- d. **Termination.** The parties may terminate this MOU at any time upon sixty (60) day advance written notice of termination signed by their designated representatives. Copies of the termination notice shall be mailed to the designated representatives of each of the parties at addresses shown below. (See Attachment A and the addresses below).

National Headquarters, Civil Air Patrol 105 S Hansell Street Maxwell AFB, AL 36112	City of Orlando City Hall Attention: Clerk’s Office 400 S. Orange Ave. P.O. Box 4990 Orlando, Florida 32802-4990
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IN WITNESS WHEREOF, this MOU has been executed by the parties herein:

Civil Air Patrol	State of Florida, City of Orlando
By: _____	By: _____
Don R. Rowland	Honorable Buddy Dyer
Chief Operating Officer	Mayor of the City of Orlando
Dated: _____	Dated: _____

Attachments:

- AF Untitled AF Involvement Attachment
- A Contact Information
- B Table: CAP Missions and Pilot Limitations
- C CAP Regulation 173-3, *Payment for Civil Air Patrol Support*, Attachment 1, Reimbursement Rates

References:

Hotlinks to online sources for these citations can be found at:

United States Code <http://uscode.house.gov/search/criteria.shtml> 10 U.S.C. §§ 9441 - 9448, (Organization and Management of Civil Air Patrol) 36 U.S.C. §§40301 – 40307, *Civil Air Patrol*

CAP Publications http://www.capmembers.com/forms_publications_regulations/indexes-regulations-and-manuals-1700/

CAP Regulations -60 series including: CAP Regulation 60-1, *Flight Management* CAP Regulation 60-3, *CAP Emergency Services Training and Operational Missions* CAP Regulation 112-10, *Indemnification* CAP Regulation 173-3, *Payment for Civil Air Patrol Support* CAP Regulation 900-3, *Firearms - Assistance to Law Enforcement Officials* CAP Regulation 900-5, *Civil Air Patrol Insurance/Benefits Program*

Attachment AF

AIR FORCE ASSIGNED MISSIONS

1. The following are potential Air Force Assigned Missions (AFAM):
 - a. **Air and Ground Search and Rescue (SAR) Operations.** CAP, as the Air Force Auxiliary performs SAR missions to search for, locate, and relieve a distress situation, including overdue aircraft, emergency locator transmitters (ELTs), and persons in distress. For more information on how to request an AFAM SAR mission, contact the Air Force Rescue Coordination Center (AFRCC) at 800-851-3051.
 - b. **Mercy Missions.** Mercy missions refer to the transport of blood, organs, serum, and medical equipment necessary to relieve a specific time-critical, life-threatening situation where commercial transportation is unavailable. For more information on how to request a Mercy mission, contact the Air Force Rescue Coordination Center (AFRCC) at 800-851--3051.
 - c. **Disaster Mitigation and Relief (DR) Operations.** DR missions relate to assistance needed for major disasters or emergencies (including all natural and man-made disasters such as hurricanes, floods, tornados, major storms, earthquakes, oil spills or other environmental disasters). For more information on how to request a Disaster Mitigation and Relief mission, contact the Air Force National Security Emergency Preparedness (AFNSEP) duty officer at 800-366-0051.
 - d. **SAR/DR Training Missions.** SAR/DR training missions are joint training missions with CAP and the State Agency. For more information on how to request a SAR/DR training mission, contact the appropriate Assistant Director of Operations.
 - e. **Homeland Security (HLS).** Department of Defense and Air Force policy on HLS missions CAP may be tasked to perform in support of civil authorities is still evolving. For more information on how to request a Homeland Security mission, contact the CAP National Operations Center (NOC) at 888-211-1812 or opscenter@capnhq.gov.
2. For information on any other above AFAM, you may also contact the NOC at 888-2111812.

Attachment A

CIVIL AIR PATROL

CONTACT INFORMATION

CIVIL AIR PATROL Contact Information as of 1 June 2015			
MISSION	CONTACT	PHONE & E-MAIL*	ADDRESS
Planning & Miscellaneous And Corporate Missions (MOU paragraph 6.)	Florida Wing Alerting	1-888-359-4727, then 0 (this connect directly to the wing duty officer) E: hazardplanningcell@flwg.us	Hqs Florida Wing 4040 Crossfield way Lakeland, FL 33811
Disaster Mitigation & Relief (DR) (MOU Paragraph 5c)	601 AOC/JA (24/7/365)	(800) 896-8806 (Tyndall Operator) COMMERCIAL: (850) 283-5775, DSN 523 E: opscenter@capnhq.gov	Tyndall AFB,FL
Homeland Security (HLS) (MOU Paragraph 5e)	CAP National Operations Center	W: 888.211.1812/ 334.953.5823/ DSN 493-5823 F: 334.953.4242 DSN 493.4242 E: opscenter@capnhq.gov	

STATE AGENCY Contact Information as of 1 June 2015			
MISSION	CONTACT	PHONE & E-MAIL*	ADDRESS
City of Orlando Emergency Operations Center	Manuel Soto, CEM Emergency Manager Office of Emergency Management	W: 321-235-5438 F: 407-249-4605 H: 321-436-3985 C: 321-436-3985 E: manuel.soto@cityoforlando.net	City of Orlando Office of Emergency Management P.O. Box 2846 Orlando, FL 32803
	April Taylor Deputy Emergency Manager Office of Emergency Management	W: 407-246-2544 F: 407-249-4605 H: 407-234-9061 C: 407-234-9061 E: april.taylor@cityoforlando.net	

STATE

AGENCY

CONTACT INFORMATION

TABLE: CAP MISSIONS AND PILOT LIMITATIONS

CAP MISSIONS AND PILOT LIMITATIONS						
IF THE PURPOSE OF THE FLIGHT IS	AND ON BOARD ARE	AND THE MISSION IS	AND THE AIRCRAFT IS	THEN MAY BE FLOWN BY	PILOT MAY BE REIMBURSED FOR	REFERENCE
Air Force Assigned Missions (AFAMs)	Pilot crewmembers, CAP members, Armed Services, Authorized Government Employees	A or B Reimbursed or Not Reimbursed	Corporate Owned	Private Pilot	Fuel, Oil, Supplemental Oxygen, Fluids, Lubricants, Servicing, Maintenance, Per Diem	Exemption 6771
			Member Furnished	Private Pilot	In accordance with CAPR 173-3	Exemption 6771
		C Reimbursed or Not Reimbursed	See Aerial Work Operations			
	Other Passengers	A	Any	Private Pilot	Fuel, oil, airport expenditures, or rental fees	FAR 61.113(e)
		B or C Reimbursed	Any	Commercial Pilot or ATP	Any Expenses Authorized by CAP	FAR 119.1(e)(4)
		Not Reimbursed	Any	Private Pilot	See Note 1	FAR 61.113(a); FAR 61.113(c); FAR 119.1(e)(4); FAA Interpretation 1997-23
Aerial Work Operations (Aerial imaging, radio relay)	Crewmembers (FAR 1.1)	Any	Any	Private Pilot	See Note 1	FAR 61.113(a); FAR 61.113(c); FAR 119.1(e)(4); FAA Interpretation 1997-23
	Passengers or Non-CAP Property	Reimbursed	Any	Commercial Pilot or ATP	Any Expenses Authorized by CAP	FAR 119.1(e)(4)
		Not Reimbursed	Any	Private Pilot	See Note 1	FAR 61.113(a); FAR 61.113(c); FAR 119.1(e)(4); FAA Interpretation

TABLE: CAP MISSIONS AND PILOT LIMITATIONS (cont'd)

						1997-23
IF THE PURPOSE OF THE FLIGHT IS	AND ON BOARD ARE	AND THE MISSION IS	AND THE AIRCRAFT IS	THEN MAY BE FLOWN BY	PILOT MAY BE REIMBURSED FOR	REFERENCE
Domestic CAP Cadet Orientation Flights IAW CAPP 52-7, AFROTC, AFJROTC Orientation Flights	Pilot, CAP Cadets, AFROTC Cadets, AFJROTC Cadets	A AF Reimbursed	Corporate Owned	Private Pilot	Fuel, Oil, Supplemental Oxygen, Fluids, Lubricants, Servicing, Maintenance, Per Diem	Exemption 6771
			Member Furnished	Private Pilot	IAW CAPR 173-3	
		B Not Reimbursed	Corporate Owned	Private Pilot	Fuel, Oil, Supplemental Oxygen, Fluids, Lubricants, Servicing, Maintenance, Per Diem	
			Member Furnished	Private Pilot	IAW CAPR 173-3	
		B Reimbursed with other than AF Funds	Any	Commercial	Any Expenses Authorized by CAP	
Overseas CAP Orientation Flights	Pilot crewmembers, CAP Cadets	Any	AF Aero Club Owned	Commercial Pilot with Instrument Rating or ATP	Any Expenses Authorized by CAP	Exemption 6771, CAPR
Transportation	Passengers or Non-CAP Property	A & B Reimbursed Or C Not Reimbursed	Any	Private Pilot	See Note 1	FAR 61.113(c), Interpretation 1997-23
				Commercial Pilot	Any Expenses Authorized by CAP	Exemption 6485
		C Reimbursed	Any	Not Authorized - Part 135	N/A	FAR 119.1

Note 1: Pilot may not receive reimbursement, but pilot may log flight time.
Note 2: Exemptions cited reflect the current extension (A, B, C, etc.).

CAPR 173-3, ATTACHMENT 1, REIMBURSEMENT RATES

Attachment 1 – Aircraft Flying Hour Maintenance Payment Rates

The rates in these tables are calculated from actual reported maintenance expenses for CAP aircraft. Many factors, such as aircraft age, Airworthiness Directives, design and model, affect CAP expenditures for maintenance. CAP has elected to establish overall fleet rates for only the models of aircraft in the CAP corporate fleet.

Wings participating in the national consolidated maintenance program will not have maintenance funds paid to the wing. In addition, the Category “B” and “C” maintenance mission funds collected by those wings must be forwarded to NHQ so the funds can be used to maintain the wing’s aircraft.

Effective 1 October 2014

Table 1. “Dry” Hourly Reimbursement Rates for all sorties flown on or after 1 October 2014 on USAF requested CAP or member-funded missions

Manuf.	Cessna	Cessna	Cessna	Cessna	Cessna	Gippsland	de Havilland	Maule
Model	172	182	SP 182Q	A185F*	206	GA-8	DHC-2*	MT-7-235
Cost/hr	\$38.00	\$45.00	\$82.00	\$95.00	\$62.00	\$50.00	\$148.00	\$65.00

The above rates include only minor maintenance and are not generally related to engine horsepower because engine expenses are managed under CAP’s major maintenance program.

Table 2. “Dry” Hourly Reimbursement Rates for all sorties flown on or after 1 October 2014 on non-USAF federal, state or local missions funded by external agencies

Manuf.	Cessna	Cessna	Cessna	Cessna	Cessna	Gippsland	de Havilland	Maule
Model	172	182	SP 182Q	A185F*	206	GA-8	DHC-2*	MT-7-235
Cost/hr	\$60.00	\$75.00	\$90.00	\$130.00	\$105.00	\$100.00	\$148.00	\$136.00

The above rates include both minor and major maintenance expenses like engine replacement expenses that are amortized over the life of the engine.

* Comprehensive rates for these aircraft types are still under review; though these rates have been adjusted, they do not currently include all maintenance costs.

Notes:

- 1. “Basic Hourly Rate” for single-engine corporate or member-owned/furnished aircraft not listed above: \$38.00.
- 2. Use of single-engine member-owned or member-furnished aircraft must be approved in advance for all missions.
 - a. Use in Air Force assigned missions requires approval by the appropriate Air Force approval authority. It also requires the member to complete an Air Force hold harmless agreement.
 - b. Use in corporate missions requires approval by the wing/region commander or director of operations/director of emergency services.
 - c. Single-engine member-owned or member-furnished aircraft models that have been approved in accordance with this note but are not listed in the table above will be reimbursed at the “Basic Hourly Rate.”

Attachment C
CAPR 173-3, ATTACHMENT 1, REIMBURSEMENT RATES (cont'd.)

8 CAPR 173-3 ATTACHMENT 1 (CONT'D) EFFECTIVE 1 OCTOBER 2014

3. The use of all twin-engine aircraft for any mission requires prior approval through the wing/region and the NOC; the NOC will coordinate with the appropriate Air Force approval authority when required for Air Force Assigned Missions (AFAM) and coordinate establishing a reimbursement rate for the aircraft. Wings/regions should send requests well in advance to the NOC at opscenter@capnhq.gov. Once approval has been obtained, the NHQ staff will determine the reimbursement rate and notify the wing/region in writing. Additional requirements for the use of member-owned/furnished aircraft on AFAMs can be found in CAPR 60-1.
4. Aircraft fuel, lubricants, de-icing services and other mission essential supplies are authorized for participation in Air Force-assigned reimbursable missions and are in addition to the above rates (receipts required).
5. Corporate glider tow aircraft are reimbursed at the appropriate rate for their model classification. Reimbursement for non-corporate glider tows participating in the Cadet Glider Flight Orientation Program will be based on the actual cost of the tow (receipts required).
6. Glider maintenance reimbursement will be on an actual cost basis. All maintenance of gliders requires a control number from NHQ CAP/LG prior to repairs being accomplished. Submit receipts for all expenses incurred to NHQ CAP/LG for payment or reimbursement. Electronic copies of original receipts are acceptable. Tail number accounting principles must be followed for gliders.
7. Fuel and lubricants to operate glider winches are reimbursable to the Wing. Supporting receipts must be attached to the WMIRS e108.
8. Aerial Digital Imaging System (ADIS), Advanced Digital Reconnaissance System (ADRS), Satellite Digital Imaging System (SDIS) and Geospatial Information Interoperability Exploitation Portable (GIIEP) Rates. CAP will charge an additional \$65 an hour to operate and maintain ADIS, ADRS, SDIS or GIIEP, but only when supporting missions that are not funded with CAP's annual Congressional appropriation, when members are funding training personally, or when using customer provided (including AFNORTH provided) ADIS, ADRS, SDIS or GIIEP systems that CAP does not support with operations and maintenance funding. The money collected for ADIS, ADRS, SDIS and GIIEP operations from these missions must be forwarded to NHQ for the systems that NHQ provides to the wings. Wings that have purchased their own systems may keep the money, but must comply with specific program income restrictions. This information can be obtained from NHQ/FM. The hourly charge to operate these systems will begin when the aircraft departs the mission base to execute the sortie and ends when the aircraft returns to the mission base. The rate will not be charged on flights to/from the home base and the mission base unless ADIS, ADRS, SDIS or GIIEP operations are conducted en route.
9. Airborne Real-time Cueing Hyperspectral Enhanced Reconnaissance (ARCHER) Rates. CAP will charge an additional \$235 an hour to operate ARCHER, but only when supporting missions that are not funded with CAP's annual Congressional appropriation, or when members are funding training personally. The money collected for ARCHER operation from these missions must be forwarded to NHQ. The hourly charge to operate the ARCHER system will begin when the aircraft departs the mission base to execute the ARCHER sortie and ends when the aircraft returns to the mission base. The ARCHER rate will not be charged on flights to/from the home base and the mission base unless ARCHER operation is conducted en route to the mission base.
10. Existing modifications to the Cooperative Agreement (CA) for which funding was based on present day reimbursement rates are grandfathered through the end of their respective periods of performance. Modifications to the CA made after 30 September 2014 will reflect the new rates.

