



Crisis Resiliency Team

SUBJECT: Policy on Payment of Disaster Spiritual Care Trainers

1. The material for the Disaster Spiritual Care course is usually taught in these ways:

Fully Integrated with the TCRT:

- Scheduling of course is closely coordinated with TCRT and information is posted on TCRT website for course schedule and registration.
- TCRT Director approves the scheduling of training.
- Fees for training are sent to TCRT.
- Those taking the training normally become members of TCRT.
- Disaster Spiritual Care Training Manual is utilized for training.
- Trainers are credentialed to train by TCRT.
- **The TCRT normally reimburses expenses and some remuneration of trainers based on availability of funds.**

Training Conducted by Other Organization but Coordinated with TCRT:

- Organization / Individual conducting the training does some coordination with TCRT.
- Training maybe advertised on TCRT website, but the organization hosting the training does registration and collects fees.
- Those taking the training are invited to be members of TCRT.
- Disaster Spiritual Care Training Manual is utilized for training.
- Trainers are credentialed to train by TCRT.
- **Hosting organization is responsible for all training expenses, reimbursements, and payments to trainers.**

Independent Training by Other Organization

- Organization organizes training with little or no coordination with TCRT.
- Organization utilizes Disaster Spiritual Care Training Manual as a resource.
- Trainers might be credentialed by TCRT.
- Training is not advertised on TCRT website.
- Those taking the training will not normally be members of the TCRT.
- **Hosting organization is responsible for all training expenses, reimbursements, and payments to trainers.**

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2. Payment to trainers is based upon the size of the Disaster Spiritual Care course. All major expenses and planned training must be coordinated with TCRT director prior to commitments to be reimbursed or paid for training.

The intent is for DSC courses to cover expenses through their registration fees. This is not always possible. Similar programs charge around \$350 for a three-day training event and around \$1500 for a Training of Trainers. These programs often cater to institutional responders such as school districts and military, where the organization pay the training fees. Since the focus of this training is with volunteers, the goal is to keep the price as low as possible. Some trainings where the trainers are local might make money and help cover costs of other training events. Donations are needed to cover the other expenses not covered by the training registration fees.

DSC Course under 10 people

- No reimbursement to trainer for expenses or conducting training.

DSC Course 10 to 15 people

- TCRT reimburses trainer of expenses such as supplies, lodging, mileage and meals.
- TCRT will pay trainer \$750 for three-day training event. Modified training of one or two days may be paid up to \$250 per day, but only if TCRT receives registration fees for training.
- Assistant trainer is not paid for training, but with approval of TCRT Director maybe reimbursed for expenses.

DSC Course 15 to 20 people

- TCRT reimburses trainer and assistant trainer for expenses such as supplies, lodging, mileage and meals.
- TCRT will pay trainer \$750 for three-day training event. Modified training of one or two days may be paid up to \$250 per day, but only if TCRT receives registration fees for training.
- TCRT will pay assistant trainer \$600 for three-day training event. Assistant trainers will normally not receive payment for modified training of one or two day events, but with approval of TCRT director may receive reimbursement of expenses.

DSC Course over 20 people

- TCRT reimburses trainer and assistant trainer for expenses such as supplies, lodging, mileage and meals.
- TCRT will pay trainer \$1000 for three-day training event. Modified training of one or two days may be paid up to \$300 per day, but only if TCRT receives registration fees for training.
- TCRT will pay assistant trainer \$600 for three-day training event. Assistant trainers will normally not receive payment for modified training of one or two day events, but with approval of TCRT director may receive reimbursement of expenses.

DSC Leadership Training

- TCRT reimburses trainer for expenses such as supplies, lodging, mileage and meals.
- TCRT will pay trainer \$500 for one-day leadership training.

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- Assistant trainer is not paid for this training, but with approval of TCRT Director maybe reimbursed for expenses.

DSC Training of Trainers

- TCRT reimburses trainer and assistant trainer for expenses such as supplies, lodging, mileage and meals.
- TCRT will pay trainer \$1000 for three-day training event.
- TCRT will pay assistant trainer \$600 for three-day training event. Assistant trainers will normally not receive payment for modified training of one- or two-day events, but with approval of TCRT director may receive reimbursement of expenses.

Approved by TCRT Board of Directors on 24 Jan 2019