
 Town of Swansboro	Personnel Policy		Employee Benefits Expense Stipends for Reserve Police Officers	
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	Supersedes: Administrative Policy #11		Approved By: 	

ARTICLE VI. EMPLOYEE BENEFITS

Section 18. Expense Stipends for Reserve Police Officers

The Town of Swansboro may provide a stipend to reserve police officers who meet specific eligibility requirements. This stipend is intended to help offset the personal expenses experienced by a reserve officer in connection with attendance at required training, volunteer service, and response – from home or work – to law enforcement needs. The purpose of this policy is to set forth the eligibility requirements for payment of expense stipends.

Eligibility Requirements:

Reserve officers shall be eligible for payment of expense stipends if they contribute at least sixteen (16) volunteer hours in each month. Training and mandated in-service training time qualifies as part of the 16-hour per month minimum. Training and in-service training hours that exceed 16 hours per month may be carried over and counted in the succeeding month. Expense stipends will not be paid to reserve officers who do not contribute the 16-hour minimum. Qualifying hours must be entered on a form provided by the department and must be approved by the Public Safety Director. A reserve officer may voluntarily decline, in writing, the opportunity to receive the expense stipend.

Limitations:

The availability and amount of the expense stipend is subject to annual budget appropriations. The Town may also limit, due to budget constraints, the number of reserve officers eligible to receive expense stipends. Contributions of time in excess of 16 hours per month shall not increase the expense stipends. The intervals at which expense stipends are distributed will be determined by Town Manager.