

MS 222 Trainee Allowances

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Exhibit A: Volunteer Allowances

1.0 Purpose

This Manual Section sets out the policies regarding allowances provided to Trainees. The specific amounts currently authorized for each type of allowance are shown in Chapter 2 of the Overseas Financial Management Handbook (OFMH).

2.0 Authority

Peace Corps Act, Sections 5(b) and 8(a)

3.0 Policy

As set out in this Manual Section, the Peace Corps will provide allowances to Trainees (and to some extent to applicants) as necessary for their maintenance and to insure their health and capacity to serve effectively.

4.0 Allowances in the United States

4.1 Registration Allowance

Upon arrival at staging, Trainees are provided a registration allowance to defray costs of photographs, fingerprinting, and other related expenses incurred in route to the staging site.

4.2 Staging Meal Allowance

This allowance is given to Trainees at staging to defray the cost of meals during the staging event.

4.3 ATM Allowance

Trainees are given this one-time allowance at staging to defray the cost of bank fees charged to use Peace Corps-issued debit cards.

4.4 Baggage Allowance Home-of-Record to Staging

Trainees may be given an allowance to offset baggage fees charged by airlines while en route from home-of-record to staging. See also MS 214 and the OFMH.

4.5 En Route Allowance

Trainees traveling from staging to post and Trainees otherwise authorized to travel between post and the U.S. will receive an en route allowance to defray travel costs. Current rates are provided in the OFMH.

4.6 Baggage Allowance Staging to Post

Trainees may be reimbursed at post for baggage fees charged by airlines while on their initial trip to post. See also MS 214 and the OFMH.

4.7 Administrative Hold Allowance

Trainees who are placed on administrative hold in accordance with MS 220 are entitled to receive a daily allowance. The administrative hold allowance is authorized to be paid at the staging location or the Trainee's home-of-record and is charged to the applicable Region.

4.8 Emergency Leave Allowance

Trainees who have an approved family medical emergency will receive a daily emergency leave allowance (*See MS 220 Leave for Volunteers/Trainees*).

Trainees traveling from overseas are given emergency leave allowances for a maximum of 14 days. Such allowances are disbursed before the Trainees depart from post.

4.9 Medevacs and/or Medical Hold Allowances

Trainees who are treated in the United States for medical reasons receive a daily Medevac (see MS 264 *Medical Evacuation*) or Medical Hold (see MS 220 *Leave for Volunteers and Trainees*) allowance, for meals and incidental expenses, unless meals are provided at Government expense, e.g., the trainee is hospitalized. Three days worth of the allowance, plus an en route travel allowance, should be given to the Trainee in-country prior to departure for the United States. A request for more than three days of the allowance for a Trainee in-country must be authorized by the Office of Medical Services.

5.0 Daily Allowances in Third Countries

Trainees sent to countries other than the United States or their countries of assignment for training, medical consultation or treatment, or for authorized extraordinary purposes, receive pre-service training and medical evacuation allowances.

5.1 Pre-Service Training

Trainees participating in third-country training will receive allowances comparable to those established locally for all Trainees.

5.2 Medical Evacuation

Trainees medically evacuated to a third country will receive a standard daily allowance for that period of time during which they are receiving services or are hospitalized.

6.0 In-Country Trainee Allowances

6.1 Walk-Around Allowances

Peace Corps provides Trainees the necessary support for their training needs, such as lodging, food, transportation, and supplies. In addition, the Trainees are provided a walk-around allowance which allows them to pay for personal needs not directly related to the training program. Personal needs include such items as postage, reading material, toiletries, and recreation needs.

6.1.1 Determination of the Amount

The amount of the walk-around allowance is determined by the Country Director, but cannot exceed the daily equivalent of the incidental, reading material and recreation/entertainment components of the Volunteer monthly living allowance (*see* MS 221, *Volunteer Allowances*) plus the estimated cost of meals not provided at the training site.

6.1.2 Payment Procedures

The applicable payment procedures are set out in the OFMH.

6.2 In-Country Travel Allowances

Trainees may receive in-country travel allowances, as appropriate, for Pre-Service Training activities or other authorized travel.

7.0 En Route Travel Allowance

Trainees authorized to travel between their country of assignment and the United States, or their country of assignment and a third country, will receive en route travel allowance to cover lodging as needed and incidental expenses while in transit. The amount of the en route allowance may vary according to the itinerary and number of meals which must be purchased en route and current rates are provided in the OFMH. However, the Regional Director may authorize a higher amount in exceptional circumstances.

8.0 Evacuation Allowance

An evacuation allowance will be paid to Trainees who are terminated due to an evacuation or the unplanned suspension of a country program. See details in MS 221.

9.0 Departure Tax Allowance

Trainees will receive an allowance to cover any applicable departure taxes that may be charged when leaving the country of service. This allowance will be paid on authorized emergency travel, special leave, and for Close of Service/Early Termination travel purchased by Peace Corps.

10.0 Reporting a Crime

A Volunteer who is otherwise eligible for one or more allowances set forth in this Manual Section will not lose and may not be threatened with the loss of all or a portion of such allowance or allowances because the Volunteer has reported a crime or otherwise made any allegation covered by MS 271.

11.0 Effective Date

The effective date is the date of issuance.