

June 25, 2014

Dear Volunteer,

The success of the Council on Aging relies very heavily on volunteers like you. We value your contribution and we know that the seniors you serve deeply appreciate not only the service but the friendship you deliver. On behalf of the Council on Aging staff and our clients, we say *THANK YOU* for all you have done and continue to do in this important work!

With your help we were able to provide services to 11,851 seniors last year, and that number continues to grow. In fact, between 2012 and 2013, the number of seniors asking for home delivered meals increased by 20%. Unfortunately funding has not kept up pace and since 2011, the Council on Aging has seen a 40% reduction in federal and state dollars. We have had to review some of our current policies and procedures in order to ensure continued affordable service delivery to this vulnerable population.

One of those policies involves mileage reimbursement to our volunteers. We attempt to always be fair and consistent, though in surveying other Councils on Aging and similar non-profit programs, we find that mileage is generally not reimbursed. We previously reimbursed volunteers for mileage at two levels, (1) \$.30, in which you are required to declare as income on the IRS Form 1099 and (2) \$.14, which is the IRS designated rate for mileage deductibility of services for charitable organizations.

After careful consideration and consultation, the Board of the Council on Aging, prompted by my recommendation, has agreed to offer one reimbursement option at \$.14 per mile. Beginning July 1, 2014, we will follow the current IRS standard rate of \$.14 per mile, for those who request mileage reimbursement. Reimbursement will be limited to "volunteer time" mileage only and not mileage to and from your home.

Thank you for your understanding of this situation. If you have any questions regarding this matter, please contact Brittney Cassi, our Volunteer Services Program Manager at 440-205-8111 or brittneyc@lcoa.org.

Sincerely,



Joseph R. Tomsick
Chief Executive Officer



Brittney Cassi
Volunteer Services Program Manager