



## **Volunteer Waiver Request** Information and Instructions

Some programs and/or fund sources require Subrecipients to utilize volunteers as part of the Grant Subaward. Cal OES encourages Subrecipients to utilize volunteers when required, however when not possible, Subrecipients may request to waive the volunteer requirement by submitting this form.

Complete all sections of the form. Be sure to include a strong justification for why volunteers will not be utilized in the performance of Grant Subaward activities. Approved volunteer waivers will expire when the Grant Subaward performance period expires.

This form can be submitted as part of the Grant Subaward Application and/or with a Grant Subaward Modification (Cal OES Form 2-223), if not previously approved as part of the Grant Subaward Application.



## Volunteer Waiver Request

Grant Subaward #: \_\_\_\_\_

Subrecipient: \_\_\_\_\_

Justification:

Cal OES Approval

Approved    Denied

\_\_\_\_\_  
Program Specialist Signature

\_\_\_\_\_  
Date

Approved    Denied

\_\_\_\_\_  
Unit Chief Signature

\_\_\_\_\_  
Date