

### **VAP Volunteer Attorney Reimbursement Policy**

SMRLS offers the following reimbursement for parking and travel for Volunteer Attorneys working on SMRLS cases.

- Eligibility for reimbursement is determined by aggregate parking and mileage on a case.
- Volunteers who drive more than 55 miles over the course of a case will be reimburse mileage according to SMRLS travel reimbursement policy in place at the time of case acceptance.
- Volunteers who incur more than \$45 in parking expenses over the course of a case will be eligible for parking reimbursement.
- Mileage and parking reimbursement requests must be submitted with documentation to your Volunteer Attorney Coordinator, who will review the request and submit approved request to SMRLS finance for payment.