



CCC 509 Hourly Rate Justification

Corpsmember Hourly Rate Justification

The CCC will reimburse eligible Corpsmember labor based on an approved hourly rate for all projects completed during a given Fiscal Year, regardless of program.

The LCC shall base their hourly reimbursement rate on direct costs associated with operating crews during the previous fiscal year. This rate will remain consistent throughout the program.

An LCC may request an adjustment to their Corpsmember hourly rate during the year if their actual costs change due to circumstances external to the LCC (e.g., state or locally mandated wage increases).

The LCC shall submit a Change Request for approval with documentation to the CCC. An increased hourly rate will not result in an increase of the total project grant amount.

All costs shall be documented with records sufficient to meet auditing standards. All documentation including, but not limited to, receipts for goods and services, payroll records, methodologies and source documents shall be retained in the LCC's grant files and shall be made available for review by the CCC or an independent auditor upon request. Grantee shall use applicable Generally Accepted Accounting Principles (GAAP).

Please contact the CCC's [Bonds & Grants Unit directly for a CCC Form 509 and Instructions](#).

