



STANDARD OPERATING PROCEDURE

DISTRIBUTION OF MONIES RECEIVED BY NCTTRAC
FINANCE COMMITTEE

I. Purpose

When NCTTRAC receives monies from outside sources to be distributed among NCTTRAC members, the following guidelines will apply:

- A. If the Department of State Health Services (DSHS) identifies EMS - County Assistance monies to be distributed yearly to NCTTRAC EMS providers who meet DSHS eligibility requirements, the monies shall be divided equally within each county allotment.
 - 1. The state will specify the total dollar amount for each county.
 - 2. NCTTRAC will use a formula that takes the total allocated amount for each county and divides it by the number of eligible EMS providers within that county.
 - 3. All eligible EMS providers in that county will receive an equal amount.
- B. Money contributed to NCTTRAC without specific guidelines from other outside sources will be accepted in accordance with the SOP – Soliciting and Accepting Donations and distributed as recommended by the Finance Committee and approved by the Board of Directors.