

CHANGES FROM 2024 TO 2025 MOA
MEMORANDUM OF AGREEMENT BETWEEN THE MONTANA DEPARTMENT OF MILITARY
AFFAIRS, MONTANA NATIONAL GUARD, AND
THE MONTANA DEPARTMENT OF NATURAL RESOURCES AND CONSERVATION, FORESTRY &
TRUST LANDS DIVISION

UPDATE 1: Updated costs associated with Equipment Reimbursement and on-hand numbers in Annex C – MTNG Equipment Financial Reimbursement.

UPDATE 2: Updated wages for 2025 Pilot-in-Command and Co-Pilot.

UPDATE 3: Updated SAD Soldier wages in the examples given to reflect 2025 Legislative changes.

UPDATE 4: Updated Lodging and Mileage reimbursement rates according to Montana State 2025 guidance.

UPDATE 5: Updated clarifying language about accountable firefighting gear and equipment loaned by DNRC

2025 WILDLAND FIRE FIGHTING
MEMORANDUM OF AGREEMENT BETWEEN THE MONTANA DEPARTMENT OF MILITARY
AFFAIRS, MONTANA NATIONAL GUARD AND
THE MONTANA DEPARTMENT OF NATURAL RESOURCES AND CONSERVATION, FORESTRY
DIVISION

References:

Montana Code Annotated §§ 76-13-104, 116 and 202.
Title 10, United States Code.
Title 32, United States Code.
DODD 3025.18 dated 29 Dec 10 with Change 2 (19 Mar 18).
DoDI 6000.11 dated 22 Jun 18.

Purpose: The purpose of this Memorandum of Agreement (MOA) is to facilitate assistance in prevention, training, pre-suppression, and control of wildfire, and to ensure that firefighter safety, support personnel safety, and public safety are the priority in all actions taken under this agreement. This MOA establishes the responsibilities for the Montana Department of Military Affairs (MT DMA) and Montana National Guard (MTNG) when providing support to the Montana Department of Natural Resources and Conservation (MT DNRC) during Montana's 2025 wildland fire season. This MOA also allows reciprocal support by the MT DNRC to the MTNG in the event of a MTNG fire within the jurisdiction or oversight of the DNRC, whose support is not prohibited by other agreements.

General Provisions:

Right to Know: Any information furnished to the State of Montana under this instrument is subject to Montana's right to know provision found at Article 2, Section 9 of the 1972 Montana Constitution. This provision's implementing legislation is found in Title 2, Chapter 6 of the Montana Code Annotated.

Modification: Modifications within the scope of the instrument shall be made by mutual consent of the parties, by the issuance of a written modification, signed and dated by all parties, prior to any changes becoming effective.

Participation in Similar Activities: This agreement in no way restricts MT DNRC, MT DMA, or the MTNG from participating in similar activities with other public or private agencies, organizations, and individuals.

Upon final signing and dating of this MOA by the Adjutant General and the Director of DNRC, this MOA will become effective and will replace all previous MOAs on this subject. This MOA will expire on April 30, 2026. Either party may terminate this agreement after giving fifteen (15) days' notice, in writing, to the other party.

Usual and Customary Procedures: MT DNRC is obligated to provide wildland fire protection throughout Montana. When WFF requirements exceed the capabilities of the MT DNRC, the Governor of Montana is able to activate MTNG personnel and mobilize federal equipment assigned to the MTNG to assist the MT DNRC with a wide range of tasks associated with suppressing or mitigating the effects of wildfire. Assistance is normally provided by activating MTNG personnel on State Active Duty (SAD) orders. Requests for assistance will normally flow from the MT DNRC, through the Northern Rockies Coordination Center (NRCC) to Montana Department of Emergency Services (MT DES), which will validate the request and secure a Declaration of Emergency or Disaster from the Governor of Montana. The Adjutant General for the State of Montana, or his designated representatives also have an Immediate Response Authority (IRA). IRA provides for short-duration responses required to save lives, prevent human suffering, and mitigate significant property damage.

Agreements:

The MTNG: With the approval of the Governor of the State of Montana, per a Declaration of Emergency or Disaster, will be ordered to SAD to assist the MT DNRC during an emergency wildland fire situation anywhere in the State of Montana.

- Within the limits of available resources, will support MT DNRC Resource Orders by providing equipment, personnel, supplies and facilities to aid in the suppression of wildland fires within the State of Montana.
- Military personnel will operate all equipment provided by the MTNG, unless the MTNG provides MT DNRC equipment or facilities that do not require military operators.
- Will appoint an Officer in Charge (OIC) or Non-Commissioned Officer in Charge (NCOIC) to act as the Emergency Response Commander (ERC) for each event, or for different functions in the same event. The ERC will operate under the Incident Command System (ICS) while retaining responsibility for all MTNG personnel within the military chain of command.
- Will have the ERC report to the on-site Incident Commander (IC) to establish the necessary relationships, and to receive a briefing on the MTNG's role and mission (task and purpose).
- Will provide an ERC, with a military supervisor and support personnel, in accordance with the MTNG Emergency Response Cell Handbook, to accomplish the mission.
- For wildfire operations, MTNG will provide aircraft and personnel that meet the requirements established in the MT DNRC 1500 Manual, Appendix I (MT Army Aviation ARNG Ops Plan).
- Will prepare an Operations Plan, which will include aviation support (see Annex A).
- Will coordinate all activities and communications associated with this agreement with the MT DNRC, Fire Protection Bureau Deputy Chief or his/her designated representative.
- Will not activate MTNG members currently employed by MT DNRC to perform wildland fire suppression activities without the concurrence of the MT DNRC.
- Will complete Emergency Firefighter Time Reports (SF 261) for all personnel and emergency Equipment Shift Ticket (Form 297) for all equipment use. The MTNG will submit copies of each to the MT DNRC, Fire Protection Bureau, Fire Operations within 5 working days of being released from an incident.
- Will complete and maintain MT DNRC aircraft usage reports for documentation of all assigned aviation missions and submit them to the MT DNRC and Fire Protection Bureau.
- Will follow Work/Rest standards in accordance with the MT DNRC Wildland Fire Suppression Manual 1500 for aircrews and Manual 900 for ground crews.
- Will require that all MTNG personnel follow the Standards of Conduct, as set forth in Montana Code Annotated, Title 2, Chapter 2.
- Will establish the Director of Military Support (DOMS) and Joint Operations Center (JOC) staff as the primary points of contact for coordination, planning and requests.
- MTNG fuel trucks can be used to fuel non-military aircraft provided a qualified MTNG representative and qualified pilot or crewmember is present for the fueling. All dispensed fuel must be recorded on a DA Form 3643 by vehicle or aircraft and turned-in with all reimbursement documentation at the

conclusion of the event.

- Training Center Headquarters will provide the MT DNRC the 2025 Limestone Hills Training Area firing schedule. Will maintain a pool of 300-500 red card (Fire Fighter Level II) certified personnel.
- Will complete the Arduous Pack Test for fire support and fire suppression during Annual Wildland Safety Refresher Training (RT-130).
- MTARNG is able to provide 24-48 reception sites at armories. If provided, state active-duty personnel will be required to support operations.
- Will return all DNRC issued durable items documented on manifest, or provide documentation of lost or damaged items on OF-289 Property Loss or Damage Report form.

Billing Procedures: The MT DMA — Director's Office will reimburse the USP&FO for all reimbursable costs at the completion of a mission, or monthly during extended SAD operations. All billings from the USP&FO will include the ordering agency's resource order number and request number if applicable and shall be itemized by incident and in accordance with Annex B of this memorandum of agreement. Director's Office will submit invoices to:

Department of Natural Resources and Conservation
Forestry and Trust Lands Division
Attention: Fire Finance and Incident Business Supervisor
2705 Spurgin Road
Missoula, Montana 59804

The MT DNRC: Is responsible for wildland fire protection within the State of Montana. All orders for Montana National Guard (MTNG) resources for use on wildland fires shall go through Montana DNRC via the Northern Rockies Coordination Center (NRCC). NRCC shall place orders to the Montana Department of Military Affairs, Division of Disaster and Emergency Services (MT DES).

- Support the MTNG with training, certification, and recertifications for MTNG resources being used for wildfire response. Training and certifications will be recorded in the Montana Incident Qualification System (IQS) database. MT DNRC will provide MTNG a list of individuals needing refresher training each spring.
- Will initiate coordination calls with MT DES and MTNG when increasing wildland fire activity, planning levels and/or resource competition indicate a potential need. When MTNG resources are being utilized, MT DNRC will organize weekly mission sync calls for coordinating operational response needs and movements.
- Will ensure that each resource order specifies the requested task, purpose, expected duration, report time and location(s), and the MT DNRC Incident Site point of contact and telephone number. Direct coordination between the MT DES, MT DNRC and MTNG will be conducted to finalize the type and amount of MTNG resources to be provided.
- Will pay the established National Guard Operational Tempo (OPTEMPO) rates for all MTNG equipment used during the period of SAD. Most common OPTEMPO rates are subject to change based on periodic updates (see Annex C).
- Will fund MTNG personnel pay, allowances and travel in accordance with Montana Code Annotated § 10-1-502 (see Annex D).
- Will replace in-kind or reimburse the MTNG for any supplies, fuel, parts, and equipment (to include vehicles and aviation assets) provided by the MTNG that are consumed, lost, damaged,

or destroyed while supporting the WFF mission if the loss, damage, or destruction is not accounted for in the applicable reimbursement rate (see Annex B).

- Will provide housing and subsistence for MTNG personnel during the period of duty at the incident site. When housing and subsistence are not provided, members of the MTNG on SAD will be reimbursed at the established State of Montana lodging and per diem rates in accordance with Annex E. Authorization for reimbursable lodging and per diem must be coordinated between and authorized by the MTNG Director of Military Support and the Department of Military Affairs Director's Office.
- Will provide all special tools, supplies, special safety equipment and clothing required to perform assigned tasks.
- Will provide a manifest of all durable items issued that must be returned after Declaration of Emergency or Disaster is concluded.
- Will provide adequate communication equipment to meet the safety requirements of the mission.
- Will provide a medical plan for evacuation, treatment, and hospitalization of injured MTNG personnel and arrange for medical providers treating injured MTNG personnel to bill the State of Montana directly.
- The State of Montana, through DMA, will pay medical and hospital costs under the Worker's Compensation Program for MTNG personnel injured during the performance of SAD.
- Will accept the safety standards of the MTNG for the transportation of all personnel on the fire line to include LMTV's, MTV's and HMMWV's and other transportation assets.
- Will provide, when available, a vehicle for detailing by the JOC/JDOMS in support of the State Active-duty mission for the duration of State Active Duty when available.
- Will provide, when available, 1 x Crew cab pickup in support of an Aviation Support Package.
- Will facilitate completion of FFT1 position task book for MTNG Soldiers and Airmen within 24 months of successful completion for S-131 (FFT1) classroom instruction.
- In the event of a MTNG fire within the jurisdiction or oversight of the DNRC, the MTNG may request assistance with fire suppression from the MT DNRC. If such assistance is provided, the MT DNRC will be reimbursed for aircraft, equipment, and personnel usage at the current year rates, as established in the [Montana Incident Business Operating Guidelines for Firefighting Resources](#) in effect at the time of usage. MT DNRC personnel time will be reimbursed at the rate of their salary at the time when assistance is rendered, in accordance with DNRC policies and union agreements. MT DNRC will bill the MTNG USP&FO for all reimbursable costs incurred.

Annex A – Mission Support Packages
Annex B – Purchasing Procedures
Annex B App 1 – On-site Requisition Form
Annex C – Financial Reimbursement
Annex D – Pay and Allowances
Annex E – Meals, Lodging, and Travel Expenses
Annex F – Disaster Financial Monitoring
Annex G –Agreement Acronym Listing

**Montana Department of Military
Affairs, Montana National Guard
1956 Mt Majo Street, PO Box 4789
Fort Harrison, MT 59636-4789**

By _____
Trenton J. Gibson
Brigadier General, MTNG
The Adjutant General

Date _____

By _____
Kyle J. Halseth
LTC, USA
USPFO for Montana

Date 23 June 2025

**Montana Department of Natural
Resources and Conservation
Forestry Division
1627 11th Avenue
Helena, MT 59620-1603**

By  _____
Amanda Kaster
Director, MT DNRC

Date 6/20/25

Annex A to 2025 WFF MOA (Mission Support Packages)

Mission Support Packages

Leadership and Staff: All elements responding in support of a request from the MT DNRC will include an OIC, and/or an NCOIC. Additional leadership, planning staff, and operations staff may be required based on the size of the element, the task and purpose of the element, expected duration of deployment, civil considerations, terrain, weather, and complexity of operations. Large scale responses, such as the deployment of a Battalion will require leadership and staff.

Administrative Staff and Liaison Officer (LNO) Positions: Depending on the size and scope of the operation, additional MTNG personnel may need to be activated to directly support the administrative burden of supporting the MT DNRC. Additionally, MTNG personnel may need to be activated to serve as LNO's at key nodes, such as the Northern Rockies Coordination Center, or other sites. Activation of any assets that require vehicle or ground equipment will necessitate additional maintenance LNOs along with a 92A operating in the MTNG JOC.

Ground Mission Support Packages:

GENERAL PURPOSE MISSION SUPPORT PACKAGE			
Personnel	Leadership	Support and Staff	Equipment
250-500	BN CDR, BN CSM, BN XO, CO CDR X 3, CO 1SG X 3	Sustainment Staff X 2 , Operations Staff X 2, Radio Tele Operators X 2, Incident LNO to ICS X 2	Mission Dependent
100-250	OIC, NCOIC	Sustainment Staff X 2, Operations Staff X 2	Three command, control, support vehicles, one DSCA Kit and mission-required equipment
30-100	OIC, NCOIC	Sustainment Staff X 1, Operations Staff X 1	Two command, control, support vehicles, one DSCA Kit* and mission-required equipment
< 30	OIC, NCOIC	None	One command and control vehicle, one DSCA Kit*, and mission-required equipment

SECURITY MISSION SUPPORT PACKAGE			
Checkpoints	Personnel	Leadership	Equipment
3	12 Security Personnel	1 NCOIC	4 X HMMWV with Radios and BFT, 1X LMTV, 3 X Checkpoint Kits
6	24 Security Personnel, 1 Mechanic	1 OIC, 1 NCOIC	7 X HMMWV, 1X LMTV, 6 Checkpoint Kits
9	36 Security Personnel, 1 Mechanic	1 OIC, 1 NCOIC, 1 Supply/Admin	10 X HMMWV, 2 X LMTV, 1X WKR, 9 Checkpoint Kits

Annex A to 2025 WFF MOA (Mission Support Packages)

Cache Support Package: All elements responding in support of a request from the MT DNRC will include an OIC, and/or an NCOIC for Cache Support. Additional leadership, Maintainer staff, and vehicle drivers may be required based on the size of the element, the task and purpose of the element, expected duration of deployment, civil considerations, terrain, weather, and complexity of operations.

CACHE SUPPORT PACKAGE				
Personnel	Leadership	Support and Staff	Equipment	Training
20 X 1 Team	OIC, NCOIC	1 X Radio Tele Operators 1 X Mechanic 1 X 92F	1 X HMMWV, 4 LMTV or LHS, 1 X PLS, 1 X HMMTT	Just in Time Training provided by NIFC or State
20-100, X 1-5 Teams	OIC, NCOIC	2 X Radio Tele Operators 1-4 X Mechanic 2-4 X 92F 1 X LNO 1 X Command and Control	1-2 X HMMWV 2-10 X LMTV 1 X WKR 1-2 X PLS 1-2 X HMMTT Mission Required Equipment	Just in Time Training provided by NIFC or State

Radio Operator Support Package: The manning for each mission support package is based upon the operation and support of one 2-Man team to conduct radio operations in conjunction with the MT DNRC. The make-up of each team may be adjusted depending on the location, multiple locations, and/or mission requirements. Resource Orders increasing the number of radio operator teams in separate locations or co-located may require adjustments to the support package for both manning and mission equipment. The packages depicted below represent the manning required to support a typical Resource Order requesting one 2-man radio operator team.

RADIO OPERATOR SUPPORT PACKAGE				
Radio Sites	Personnel	Leadership	Equipment	Training
1 Team	2 (per 12hr shift)	NCOIC (E5)	1 X HMMWV with Radios	Just in Time Training provided by NIFC or State
2 Teams	4 (per 12hr shift)	NCOIC (E5)	2 X HMMWV with Radios	Just in Time Training provided by NIFC or State
>3 and more Teams	6+ (per 12hr shift)	C2 Element (OIC, NCOIC)	3+ X HMMWV with Radios	Just in Time Training provided by NIFC or State

Annex A to 2025 WFF MOA (Mission Support Packages)

Fire Camp Security Support Package: The manning for each mission support package is based upon operation and support of one 20-Man team to conduct Fire Camp Security operations in conjunction with the MT DNRC. The make-up of each security support package may be adjusted depending on the location, multiple locations, and/or mission requirements. Resource Orders increasing the number of security teams in separate locations or co-located may require adjustments to the support package for both manning and mission equipment. The packages depicted below represent the manning required to support a typical Resource Order requesting a one 20-man fire camp security team.

FIRE CAMP SECURITY SUPPORT PACKAGE				
Camp Security Sites	Leadership	Support and Staff	Equipment	Training
20 x 1 Team	OIC, NCOIC	1 x Radio Tele Operators 1 x Medic per Team	1 X HMMWV, 2 x LMTV, Mission Required Equipment	Just in Time Training provided by NIFC or State
20-100 x 1-5 Teams	OIC, NCOIC	2 x Radio Tele Operators 1-5 x Medic per Team 2 x LNOs 2 x Command and Control	1-5 x HMMWV 2-10 x LMTV 1 x Wrecker Mission Required Equipment	Just in Time Training provided by NIFC or State
100-200 x 5-10 Teams	OIC, NCOIC	4 X Sustainment Staff 4 X Operations Staff 4 X Radio Tele Operators 10+ X Medics 2 X LNO 4 X Command and Control (JOC)	5-10 x HMMWV 10-20 x LMTV 1 x Wrecker Mission Required Equipment	Just in Time Training provided by NIFC or State
>200 x 10 Teams	BN CDR, BN CSM, BN XO, CO CDR X 3, 1SG X 3	4 X Sustainment Staff 4 X Operations Staff 4 X Radio Tele Operators 10+ X Medics 2 X LNO 4 X Command and Control (JOC)	>10 x HMMWV >20 x LMTV 1 x Wrecker Mission Required Equipment	Just in Time Training provided by NIFC or State

Annex A to 2025 WFF MOA (Mission Support Packages)

Fireline Support Package: The manning for each mission support package is based upon operation and support of one 20-Man team to conduct Fireline operations in conjunction with the MT DNRC. The make-up of each fire line support package may be adjusted depending on the location, multiple locations, and/or mission requirements. Resource Orders increasing the number of fire line crews in separate locations or co-located may require adjustments to the support package for both manning and mission equipment. The packages depicted below represent the manning required to support a typical Resource Order requesting one 20-man fire line crew. Requesting agency will provide two trained NWCG squad bosses and one Crew Boss with communications per 20-man team.

FIRELINE SUPPORT PACKAGE				
Personnel	Leadership	Support and Staff	Equipment	Training
20 X 1 Team	OIC, NCOIC	1 X Radio Tele Operators 1 X Medic per Team	1 X HMMWV, 2 LMTV Mission Required Equipment	Just in Time Training provided by NIFC or State
20-100, X 1-5 Teams	OIC, NCOIC	2 X Radio Tele Operators 1-5 X Medics 2 X LNO 2 X Command and Control	1-5 X HMMWV 2-10 X LMTV 1 X WKR Mission Required Equipment	Just in Time Training provided by NIFC or State
100-200, X 5-10 Teams	OIC, NCOIC	2 X Sustainment Staff 2 X Operations Staff 3 X Radio Tele Operators 5-10 X Medics 2 X LNO 2 X Command and Control (JOC)	5-10 X HMMWV 10-20 X LMTV 1 X WKR Mission Required Equipment	Just in Time Training provided by NIFC or State
>200, X 10 and more Teams	BN CDR, BN CSM, BN XO, CO CDR X 3 1SG X 3	4 X Sustainment Staff 4 X Operations Staff 4 X Radio Tele Operators 10+ X Medics 2 X LNO 4 X Command and Control (JOC)	> 10 X HMMWV > 20 X LMTV 1 X WKR Mission Required Equipment	Just in Time Training provided by NIFC or State

Annex A to 2025 WFF MOA (Mission Support Packages)

Aviation Mission Support Packages: The manning for each mission support package is based upon the operation and support of one aircraft to conduct initial attack operations in conjunction with the MT DNRC aviation resources. The make-up of each aviation support force package may be adjusted depending on the location of the staging site, mission requirements, environmental conditions and the MTARNG Aviation support maintenance plan. Resource Orders increasing the number of aircraft co-located at a remote site and requests for support other than Initial Attack Operations may require adjustments to package manning. The packages depicted below represent the manning required to support a typical Resource Order requesting one aircraft to conduct initial attack operations. Aviation will need agency aerial supervision during fire suppression operations while the fire line is staffed.

- (1) Any MTARNG helicopters activated and, on an incident, should be available and utilized to their fullest potential and shall plan for the maximum available mission hours possible. Beginning the first day of activation and once available for dispatch, MTNG shall bill for run up and actual flight time rounded to the nearest half hour. A MTNG liaison must pre-approve billed flight hours for ferry flights, crew change/swaps and other missions activated under a SAD request.

AVIATION MISSION SUPPORT PACKAGE	
Airframe	Personnel
UH-60	Pilot in Command (PC)
	Pilot (PI)
	Crew (CE) (15T) X 2
	Aviation Mechanic (15T)
	Technical Inspector (TI)
	HEMMT Fueler (92F) X2
	Aviation Operations (15P)
TOTAL PERSONNEL: 9	
CH-47	Pilot in Command (PC)
	Pilot (PI)
	Flight Engineer (FE)
	Crew (CE)
	Aviation Mechanic (15U)
	Technical Inspector (TI)
	HEMMT Fueler (92F) X2
Aviation Operations (15P)	
TOTAL PERSONNEL: 9	

AVIATION MISSION SUPPORT PACKAGE	
Airframe	Personnel
HH-60M	Pilot in Command (PC)
	Pilot (PI)
	Crew (CE) (15T)
	Crew (CE/MO) (15T/68W1F)
	Aviation Mechanic (15T)
	Technical Inspector (TI)
	HEMMT Fueler (92F) X2
Aviation Operations (15P)	
TOTAL PERSONNEL: 9	
LUH-72	Pilot in Command (PC)
	Pilot (PI)
	Crew Chief (CE) (15T)
	Aviation Mechanic (15T)
	HEMMT Fueler (92F) X2
	Aviation Operations (15P)
TOTAL PERSONNEL: 7	

AVIATION SUPPORT MISSION SUPPORT PACKAGE*	
OIC	
NCOIC	
Aviation Operations (15P)	
Supply NCO (92Y)	
HEMMT Fueler (92F) X2	
ADMIN (42A)	
TOTAL PERSONNEL: 7	
* One package supports up to 3 AFP's at AASF	

1 x HMMWV/Trailer Combo (provided by MTNG) will be added to the Aviation Support Packages to be used as a chase vehicle if DNRC is unable to provide 1 x Crew cab pickup.

NOTE: The module Aviation Operations (15P) will act as the aviation mission support package procurement officer to arrange for, and purchase lodging, meals, or additional equipment needs in the event they are not provided by the Incident Command Team.

Aviation support personnel will perform duties at a remote site located with the aircraft or may be tasked to work at locations directed by the SAAO. Location of duty will be coordinated between AASF Commander, Aviation Battalion Commander, MTNG DOMS and MT DNRC and will be based on location of the module, mission requirements and maintenance plan.

When aviation assets are on State Active Duty (SAD), an aviation emergency operations center (EOC) will be established at a location directed by the SAAO. The mission support package requires seven personnel to support deployment, employment, and sustainment of up to three (3) separate aircraft modules.

MEDEVAC Mission Support Packages: The manning for the MEDEVAC package is based upon operation and support of one aircraft to conduct medical evacuations in conjunction with the MT DNRC aviation resources. Under the DoDI 6000.11, June 22, 2018, the Montana National Guard can assist in movement of patients, medicine, or medical equipment to alleviate the effects of a life-threatening disaster in the United States. Under National Guard Pamphlet 95-5, Use of Army National Guard Aircraft, Section II, Operational Mission Support, 7-5 National Guard domestic Operations: *b. National Guard Civil Support (NGCS)* – for which the NG normally serves in a supporting role to other primary State or Federal agencies by providing assistance to U.S. civil authorities at the federal, state, tribal, and local levels, NG Soldiers conduct NGCS missions in their state role supporting local, State, and Federal civil authorities. Almost all NGCS is provided in Title 32 duty status, or in State Active Duty (SAD) status under the command and control of the Governor. The focus of these missions is usually on providing humanitarian support where no threat or hostility is normally anticipated. Advanced Life Support to hospital is authorized.

Mission sets include:

- (1) Supporting civil authorities whose capabilities or capacity is insufficient to meet current requirements with general-purpose, specialized, or unique NG forces or capabilities such as aviation support.
- (2) Aviation MEDEVAC will be supported in three zones. MEDEVAC aircraft and support modules will preposition to zone locations and assume an on-call role to support aviation MEDEVAC request(s). The MEDEVAC aircraft will not be assigned to a specific fire.
- (3) MEDEVAC Zone station locations:
West: Kalispell or Missoula, Central: Helena and East: Billings or Miles City.
- (4) Beginning the first day of activation and once available for dispatch, MTNG MEDEVAC support shall bill a minimum of 3-hours flight time (Standby time) per day when the aircraft was available for at least nine (9) cumulative hours during an operational cycle. Reasons for not achieving 9-hours availability are maintenance, crew, and/or operational delays caused by the MTNG. When actual flight hours exceed 3-hours then all flight time will be billed as actual. On the last day of an activation actual flight time only will be billed. A MTNG liaison must pre-approve billed flight hours for ferry flights, crew change/swaps and other missions activated under a SAD request.

Reimbursement for aircraft flight time will be based on current FY DOD and National Guard Bureau State reimbursement rates (which include aviation fuel).

AVIATION MEDEVAC MISSION SUPPORT PACKAGE	
Airframe	Personnel
HH-60M	Pilot in Command (PC)
	Pilot (PI)
	Crew Chief (CE) (15T)
	Flight Medic (CE/MO) (15T/68W1F)
	Aviation Mechanic (15T)
	Technical Inspector (TI)
	HEMMT Fueller (92F) X2
	Aviation Operations (15P)
TOTAL PERSONNEL: 9	

Annex B to 2025 WFF MOA (Purchasing Procedures)

The ERC/JOC will track and report daily costs associated with personnel, maintenance, fuel, food, and medical. The MTNG JDOMS must approve all requests / requirements for equipment and costs not provided by the supported Incident Site. The ERC/JOC cannot commit MTNG funds without the approval of the MTNG DOMS and a methodology to recoup those costs.

Logistical Support: While at an Incident Site, the ERC OIC / NCOIC and their unit are under the operational control of the Incident Management Team. The Incident Management Team is the first source of logistical support regarding fuel, personal protective equipment, subsistence, lodging, etc. If logistic support needs to be purchased, those requests will be routed back through the State Emergency Coordination Center Logistic Section Chief.

Logistical Operations Pre and Post Deployment: Prior to arrival at the Incident Site and after leaving the Incident Site, the MTNG will provide support in accordance with the Memorandum of Agreement (MOA) between the MTNG and the MT DNRC.

- Food and lodging will be provided or reimbursed in accordance with Annex E. At the Staging Area (normally Fort Harrison or a designated facility), all vehicles will be inspected in accordance with the ERC Handbook (State Active Duty (SAD) Ground Equipment Operator Standard Operating Procedures), and all faults documented.
- Prior to leaving the Staging Area for the Incident Site, all equipment will be Fully Mission Capable. At the Incident Site, the Incident Management Team's (IMT) logistical support personnel, assisted by the MTNG ERC Logistics Officer/Sergeant, will inspect all equipment upon arrival (all faults recorded), and will again inspect all equipment prior to being released from the Incident Site (all new faults recorded).
- Once the equipment has returned to the Staging Area from the Incident Site, the equipment will be inspected again, and any new faults documented. Prior to leaving the Staging Area for home station, all equipment should be Fully Mission Capable. Repairs will be coordinated with the supporting MTNG Field Maintenance Shop (FMS). Mileage or hours of use for equipment will be captured for all the time the equipment is on SAD.
- A beginning reading is taken prior to SAD and an ending reading taken upon release from SAD for the purposes of calculating reimbursement OPTEMPO rates in accordance with Annex C. DES will provide transportation to and from the IC as well as meals and lodging during pre-deployment and post-deployment.

Operations at the Incident Site: While at the Incident Site, all requests for logistical support, outside of maintenance, should first be addressed to the IMT logistical support personnel. To ensure continuous operations of equipment and personnel, the IMT is the most responsive source of support. IMT logistical support personnel, in coordination with the IMT finance section, will decide on whether the request is incident-related as per the MOA. Any questions on reimbursement, including other than fair wear and tear or unusual damage, should be directed to the MTNG DOMS/ NCOIC for resolution.

- If a request is for standard repair parts for surface equipment or vehicles, the ERC will use on-hand repair parts (i.e. Bench Stock, etc.), the closest MTNG FMS, or send the request to the MTNG DOMS/ NCOIC.
- Standard repair parts are part of ground equipment costs and are reimbursed as part of the OPTEMPO rates (see Annex C). OPTEMPO rates are per hour or per mile cost, in addition to standard repair parts, and include oil and lubricants, but not fuel. Fuel is supplied by the Incident Site, through State Credit Card, or by reimbursement.

Annex B to 2025 WFF MOA (Purchasing Procedures)

- If it is determined that the required item, other than repair parts, is available locally, the MTNG will present the request (to include the item #'s, local vender, and phone numbers) to the IMT logistic support personnel for purchase by the Incident Site.
- If the item is military unique and not available commercially, the MTNG personnel will determine if the item is available from unit supply, from a MTNG FMS, or the MTNG Warehouse. If the item is available, the MTNG will capture the stock number, replenishment document number and cost on the On-Site Requisition Form for billing back to the supported Incident Site and provide a copy of the form to the MTNG DOMS. If the item is not available, the MTNG will use the On-Site Requisition form to request a Purchase Order for the item and submit to MTNG JOC. The MTNG DOMS will determine the best method to acquire the item and bill the cost back to the supported Incident.
- Any other requests for support to the Incident Site involving the commitment of the Site's funds, i.e. continuation of missions, expansion of mission resources, crew changes, helicopter exchanges, transportation costs, etc., requires the use of the On-site Requisition Form signed by an Incident Site representative authorized to commit funds for the Incident Site or Agency being supported.

MTNG will not provide combat medics or ambulatory capabilities, except for Soldiers on SAD.

Instructions to complete the On-site Requisition Form.

Clearly provide the information outlined above - show who, what, when, where, and why.

Line 9 must be signed by the supported Incident Site official who is responsible at the fire or incident location for approving fiscal expenditures for the Project Code shown on line 2, not a member of the MTNG Emergency Response Commander (ERC) staff.

Upon completing, give a copy of the completed form to the official identified on line 9.

Send the completed form for processing or coordination to the Joint Operations Center (JOC) or the Joint Director of Military Support (JDOMS). The JOC will communicate results back to the requester. JOC can be reached at (406) 324-3000 (select 1 on the phone tree) or email; ng.mt.mtarnq.mbx.jocmailbox@army.mil.

The On-site Requisition Form is attached as Appendix 1 to this Annex, see below.

Appendix 1 to Annex B to 2025 WFF MOA (Purchasing Procedures)

ON-SITE REQUISITION FORM

1. REQUESTOR POINT OF CONTACT:

(POC) _____ (Phone) _____

2. RESPONSIBILITY CENTER (project code number / fire name):

3. TIME ORDERED (date/time group): _____
(DD HHHHT MMM YY) (ex: 151710TJUL24)

4. TIME REQUIRED (date/time groups): _____
(DD HHHH MMTT YY)

5. LOCATION REQUIRED: _____
(E.g. E-Number, USA # for a repair part to be installed)

6. REASON FOR NEEDING THE RESOURCE:

7. ASSETS REQUESTED (equipment / supplies):

8. DURATION OF USE:

9. _____
Signature Printed Name & Phone #
Official Authorizing Expenditure
(Fire Manager, Incident Commander, Logistical Rep, etc.)

10. _____
Signature Printed Name
(JDOMS Official)

Annex C to 2025 WFF MOA (Financial Reimbursement)

Equipment Reimbursement: Ground equipment and aircraft reimbursement rates do not include the cost of personnel required to operate and sustain the equipment (see personnel pay, allowances, travel and per diem).

- Ground equipment rates are "dry" rates, which mean that the cost of fuel is not included in the reimbursement rate and is either provided by the State or reimbursed by the State.
- Aircraft reimbursement rates are "wet" rates, which means that the cost of fuel is included in the reimbursement rate. MTNG and DMA Director's Office will provide a daily cost estimate to MT DNRC through the LNO's to the IC and must include the incident number.

2025 EQUIPMENT REIMBURSEMENT						
NIIN	LIN	Equipment	Metric	Rate	OH	Notes
15402007	T37588	M1152	DAY	\$71.71	64	UP ARMORED
015402017	T56383	M1165 TRK UTIL	DAY	\$77.62	58	UP ARMORED
15187330	T34704	M1151A1	DAY	\$86.45	32	ECVARMAMENT
13875426/01387543	T95924/T95992	TRLR M1102/M1101	DAY	\$5.26/\$5.63	81	
14476343	T60081	LMTV M1078	DAY	\$92.30	19	5K CARGO
15498577	T59448	LMTV M1078 LTAS	DAY	\$94.81	24	5K CARGO
14473890	T61908	MTV M1083	DAY	\$103.65	23	10K CARGO
15498610	T41515	MTV M1083 LTAS	DAY	\$109.70	8	10K CARGO
15341872	T55054/T96496	LHS M1120A2/A4	DAY	\$203.96/\$151.59	12	11 TON CARGO
13042278	T40999	PLS M1075	DAY	\$164.82	4	16 TON CARGO
015341117	T58318	TRUCK, TANK M978	DAY	\$232.35	24	2500 GAL
015602384	M05001	GRADER	DAY	\$99.77	7	
15386780	W76816	DOZER	DAY	\$85.95	2	
15387782	L76556	SCOOP LOADER 2.5YRD	DAY	\$99.51	4	
015354061	H53576	HI MOB ENG EXC (HMEE)	DAY	\$96.81	5	LOADER AND BACKHOE
14861035	T82180	TACTICAL FIRE FIGHTING TRUCK (TFFT)	DAY	\$244.98	3	1,000 GAL
15286294	M31997	HEMTT WATER TENDER (HEWATT-M1158)	DAY	\$194.88	3	2500 GAL
014473893	T61239	TRUCK, TRACTOR (MTV)	DAY	\$91.30	24	
2320016525218	M1280	Joint Light Tactical Vehicle (JLTV)	DAY	\$174.90	31	

Annex C to 2025 WFF MOA (Financial Reimbursement)

EQUIPMENT	EMERGENCY RATE	ON-HAND	NOTES
C15172 CH-47F IMPROVED CARGO HELICOPTER	\$7,763.00	6	
M33458 MEDEVAC HELICOPTER: HH 60M	\$8,931.00	6	
H32361 HELICOPTER UTILITY: UH-60L	\$7,269.00	10	
H31329 HELICOPTER LIGHT UTILITY (LUH) UH-72A:	\$2,206.00	2	
A30062 AIRPLANE CARGO-TRAN: C-12F	\$3,029.00	1	
H3249 HELICOPTER UTILITY: UH-60M	\$4,826.00	1	

Annex C to 2025 WFF MOA (Financial Reimbursement)

Disaster Relief Beddown Set (DRBS) Support Package Options

A DRBS contains about 300,000 pounds of equipment to support response personnel during disaster relief. One system includes 16 tents that can house up to 150 people and provides bathrooms, showers and laundry machines. It also includes generators, lighting kits and air conditioning to ensure operations can be placed in the most austere locations.

Each DRBS also comes with a reverse osmosis water purification unit, which can produce 600 to 1,500 gallons per hour and up to 30,000 gallons of purified water each day. The system can be modularized to meet specific mission requirements.

Option 1 (4 Packages Available)	Billeting (48 PAX)	Daily Cost \$408.00
Capabilities	4 Alaskan Small Shelter Systems/Cots/Lighting/HVAC	
Haul Requirements	2 Semi's/Trailers (includes Semi/Low Boy for 13K AT)	
Manpower	10 PAX (2 PAX for sustainment)	
Site Requirements	50' X 100' Level Area	
Time to Full Operational Capability	4 - 6 Hours upon site arrival	

Option 2	Shower/Shave	Daily Cost \$287.00
Capabilities	12 Showers/8 Sinks, 1 Alaskan Small Shelter System	
Haul Requirements	2 Semi's/Trailers (includes Semi/Low Boy for 13K AT)	
Manpower	8 PAX (2 PAX for sustainment)	
Site Requirements	30' X 40' Level Area, Sanitary Sewer and Hydrant Available	
Time to Full Operational Capability	2 - 3 Hours upon site arrival	

Option 3	Field Laundry	Daily Cost \$302.00
Capabilities	5 Washers/10 Dryers, 1 Alaskan Small Shelter System	
Haul Requirements	2 Semi's/Trailers (includes Semi/Low Boy for 13K AT)	
Manpower	8 PAX (2 PAX for sustainment)	
Site Requirements	30' X 40' Level Area, Sanitary Sewer and Hydrant Available	
Time to Full Operational Capability	2 - 3 Hours upon site arrival	

Option 4	Latrine	Daily Cost \$372.00
Capabilities	12 Toilets/2 Urinals, 1 Alaskan Small Shelter System	
Haul Requirements	2 Semi's/Trailers (includes Semi/Low Boy for 13K AT)	
Manpower	8 PAX (2 PAX for sustainment)	
Site Requirements	30' X 40' Level Area, Sanitary Sewer and Hydrant Available	
Time to Full Operational Capability	2 - 3 Hours upon site arrival	

Annex C to 2025 WFF MOA (Financial Reimbursement)

Option 5	Water Purification	Daily Cost \$640.00
Capabilities	1 EA 1500 Gallons / Hour ROWPU produce 30,000 Gallons / Day	
Haul Requirements	2 Semi's/Trailers (includes Semi/Low Boy for 13K AT)	
Manpower	4 PAX - 12 Hour shifts	
Site Requirements	Any water source with no chlorine or petroleum	

Time to Full Operational Capability	2 Hours upon site arrival	
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Option 6	Entire DRBS (192 PAX)	Daily Cost \$3233.00
Capabilities	Billeting, Shower/Shave, Latrine, Field Laundry, Water Production	
Haul Requirements	7 Semi's/Trailers (Includes Semi/Low Boy for 13K AT)	
Manpower	30 PAX (6 PAX for sustainment)	
Site Requirements	160' X 360' Level Area, Sanitary Sewer, Water source w/ no chlorine or Petroleum	
Time to Full Operational Capability	16 - 20 Hours upon site arrival	

Annex D to 2025 WFF MOA (Pay and Allowances)

Pay and allowances: Montana Code Annotated, Title 10, Chapter 1, Section 502, "Pay and Allowances" provides for the following:

- An officer ordered into active duty as provided for in Article VI, Section 13, of the constitution of this state must receive pay and allowances as prescribed for an officer of corresponding grade and length of service when on active duty in federal service.
- An enlisted member ordered into active duty as provided for in Article VI, Section 13, of the constitution of this state shall receive pay at rates equivalent to twice those allowed for an enlisted member of corresponding grade and length of time when on active duty in federal service "Fire/ Water Bucket" qualified Pilot in Command will receive pay in the amount of \$704.00 per day, and a "Fire/ Water Bucket" qualified Pilot/ Copilot will receive pay in the amount of \$664.00 per day. The qualifications are established and directed by the Director of Aviation and Safety/State Army Aviation Officer and will meet the requirements established in the MT DNRC 1500 Manual, Appendix I (MT Army Aviation ARNG Ops Plan). The payment rate is approved by the Adjutant General.

Provided below are examples of computation for pay and allowances on SAD status:

A Captain (O3), with 14 years of service, with dependents and living in Helena would receive the following daily:

Base Pay	\$397.15 per day
TOTAL:	\$397.15

All enlisted Soldiers receive two times base pay along with allowances (travel to and from muster point) for the duration of the SAD.

A Specialist (E4), with six years of service, without dependents and living in Helena, would receive the following daily:

Base Pay	\$122.52 per day without allowances
TOTAL:	\$245.04 per day.

Annex E to 2025 WFF MOA (Meals, Lodging, and Travel Expenses)

Montana Code Annotated, Title 2, Chapter 18, Sections 501, 502, 503, 504 and 511 are the primary authorities for Meals,

Lodging and Travel expenses.

MTNG Service Members are not authorized reimbursable expenses unless they were authorized prior to incurrence from the JFHQ-MT J3/7-DOMS.

Meals: To the greatest extent possible, meals will be provided at no cost to the MTNG member. When authorized and necessary, the Service Member will be reimbursed in accordance with the State of Montana reimbursement rates.

- To receive reimbursement when meals are not provided, MTNG members must submit a TRAVEL EXPENSE VOUCHER, FORM DA-101 (Available from the Director's Office to the MTNG JDOMS or the JOC located in the Helena Armed Forces Reserve Center (HAFRC)).
- A member on SAD is authorized a meal allowance while traveling on SAD when BOTH of the following conditions are met:
 - The member is at least 60 miles from their home of record.
 - The member has been in a travel status for at least three continuous hours within one of the time ranges set forth in Section 2-18-502(1), MCA:
- As established in Section 2-18-502(1), (10 and 11) of the MCA, the following time ranges and rates apply for fire meal reimbursement:

Morning Meal:	0001	to	1000	\$16.00
Midday Meal:	1001	to	1500	\$19.00
Evening Meal:	1501	to	2400	\$28.00
				\$63.00 (Total per day)

The Army Aviation Support Facility (AASF), located at 3333 Skyway Drive, Helena, MT, and Fort Harrison, located at 1956 MT Majo Street, Fort Harrison, MT, will be classified as incident sites when Montana National Guard resources are placed on State Active Duty (SAD), and an Aviation Support Package is activated to work at the AASF or Fort Harrison.

Lodging: To the greatest extent possible, lodging will be provided at no cost to the MTNG member. When authorized, the MTNG member will be reimbursed in accordance with the State of Montana reimbursement rates.

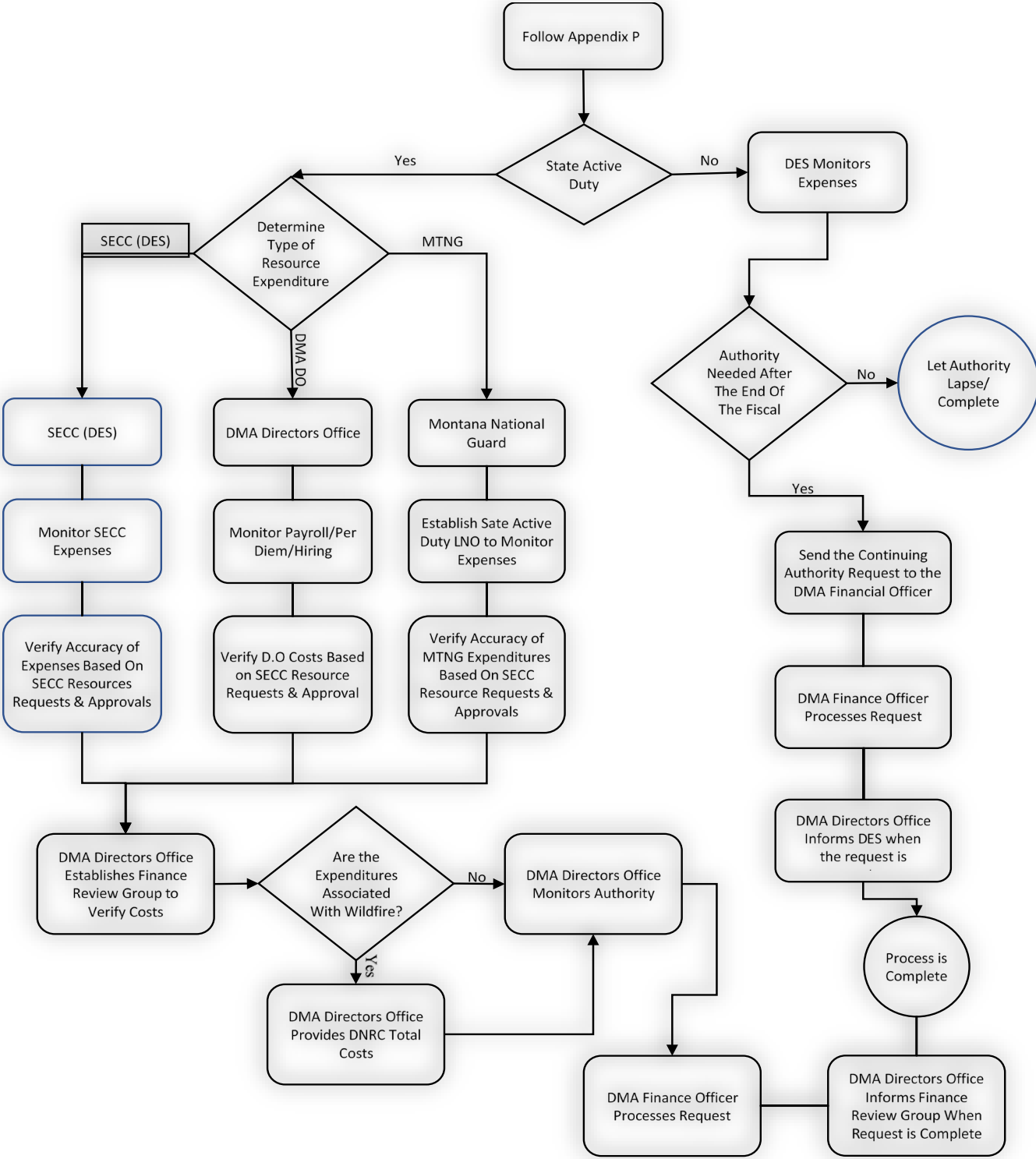
- A member on SAD is authorized to be reimbursed for lodging on the economy when authorized and necessary. Lodging receipts must accompany the member's travel voucher to receive reimbursement. The standard rate is \$110/night, and the high-cost rate varies by location (see GSA website for high-cost rates).
- Members who fail to obtain a receipt, or who stay in a facility where it is impossible to obtain a receipt shall be reimbursed for lodging expenses not exceeding the rate of \$12 per night (IAW Section 2-18-501(5) of the MCA).
- Members are not authorized reimbursement for lodging when it was provided at no charge to the member.

Transportation: MTNG General Services Administration (GSA) vehicles can **NOT** be used for SAD.

- To the greatest extent possible, transportation will be provided at no cost to the MTNG member, or when authorized, the MTNG member will be reimbursed in accordance with the State of Montana reimbursement rates.
- To receive reimbursement when transportation is not provided, the MTNG member must submit a TRAVEL EXPENSE VOUCHER, FORM DA-101 (Available from the Director's Office to the MTNG JDOMS or the JOC located in the HAFRC).
- The 2025 State of Montana mileage reimbursement rate is \$0.70 per mile. An eligible employee who drives in excess of 1000 miles in a month will be reimbursed at \$0.67 per mile for the remainder of that month. The mileage reimbursement rate is subject to periodic change.

- In accordance with Montana State Employee Travel Policy Chap 0300, if the MTNG member's home of record is less than 15 miles from their duty station, the MTNG member is not authorized Personally Owned Vehicle (POV) mileage reimbursement.
- When POV mileage is authorized, the MTNG member will receive reimbursement for one round trip (in accordance with the Federal Mileage Chart from the service member's home of record to their duty station and back to their home of record) for the period of duty.
- After receiving prior authorization from the MTNG JDOMS (written authorization on Situation Report or JOC Log), mileage can be reimbursed when the MTNG member is required to use their POV for in and around travel. Example: you are working at the AASF and are required to attend a meeting at the HAFRC and no state vehicle is available.
- Air transportation. If the service member elects to drive their POV versus fly, they are only authorized expenses for one travel day, and POV mileage reimbursement will not exceed the cost of the common carrier. Example: Airline ticket cost is \$400.00 and POV mileage reimbursement was \$450.00, the MTNG member would be reimbursed \$400.00. However, if the airline ticket cost \$400.00 and the POV mileage reimbursement was \$350.00, the service member would be reimbursed \$350.00.
- A member on official SAD travel is authorized to be reimbursed for allowable miscellaneous expenses just as they would on similar official federal travel. Examples of these expenses are working supplies purchased on an emergency basis, taxi/bus fares, and business-related phone calls. Meal tips and meal taxes are not an allowable expense. Each expense must be supported by a valid receipt and shall be reported in the "Other Expense" column of form DA-101 (the Department of Administration Travel Expense Voucher) and explained in the space provided at the bottom of the form.
- The Travel Expense Voucher should be submitted at the end of each member's pay period, or upon completion of SAD. Members who have NOT filed for reimbursement of travel costs within 30 days after completing SAD waive their right for reimbursement unless approved by a Montana Department of Military Affairs member.

Annex F to 2025 WFF MOA (Disaster Financial Monitoring)



Annex G to 2025 WFF MOA (Agreement Acronym Listing)

<p>AASF – Army Aviation Support Facility</p> <p>BN CDR – Battalion Commander</p> <p>BN CSM – Battalion Command Sergeant Major</p> <p>BN XO – Battalion Executive Officer</p> <p>CO CDR – Company Commander</p> <p>CO 1SG – Company First Sergeant</p> <p>CE – Crew Chief</p> <p>DOMS – Director of Military Support</p> <p>DRBS – Disaster Relief Beddown Set</p> <p>ERC – Emergency Response Commander</p> <p>FE – Flight Engineer</p> <p>FMS – Field Maintenance Shop</p> <p>Form 297 – Emergency Shift Ticket</p> <p>HAFC – Helena Armed Forces Reserve Center (Half Rack)</p> <p>HMMTT – Heavy Expanded Mobility Tactical Truck</p> <p>HMMWV – High Mobility Multipurpose Wheeled Vehicle (Humvee)</p> <p>IRA – Immediate Response Authority</p> <p>IC – Incident Commander</p> <p>ICS – Incident Command System</p> <p>IMT – Incident Management Team</p> <p>JOC – Joint Operations Center</p> <p>JDOMS – Joint Directorate of Military Support</p> <p>LHS – Load Handling System</p> <p>LMTV – Light Medium Tactical Vehicle 2.5 Ton 4 X 4</p> <p>LNO – Liaison Officer</p> <p>MCA – Montana Code Annotated</p> <p>MOA – Memorandum of Agreements</p> <p>MT DMA – Montana Department of Military Affairs</p>	<p>MTNG – Montana National Guard</p> <p>MT DNRC – Montana Department of Natural Resources and Conservation</p> <p>MT DES – Montana Department of Emergency Services</p> <p>MTARNG – Montana Army National Guard</p> <p>MTV – Medium Tactical Vehicle 5 Ton 6X 6</p> <p>NCOIC – Non-Commissioned Officer in Charge</p> <p>NGCS – National Guard Civil Support</p> <p>NRCC – Northern Rockies Coordination Center</p> <p>OIC – Officer in Charge</p> <p>OPTEMPO – National Guard Operational Tempo</p> <p>PC/PIC – Pilot in Command</p> <p>PI – Pilot</p> <p>PLS – Palletized Load System</p> <p>POV – Personally Owned Vehicle</p> <p>RSOI – Reception, Staging, Onward Movement, & Integration</p> <p>R-RSOI – Reverse Reception, Staging, Onward Movement, & Integration</p> <p>SAD – State Active Duty</p> <p>SAAO – State Army Aviation Officer</p> <p>SF 261 – Emergency Firefighter Time Report</p> <p>TI – Technical Inspector</p> <p>USP&FO – United States Property and Fiscal Office</p> <p>WKR – Wrecker</p> <p>15P – Aviation Operations</p> <p>92F – Petroleum Supply Specialist</p> <p>1500 Manual – Air Operations</p> <p>900 Manual – Fire Suppression</p>
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