

Jamieson Memorial United Methodist Church Policy

JMUMC	SECTION: EDUCATION	REVISION LEVEL: 0
POLICY & PROCEDURE MANUAL	NUMBER: EDU POL_JMUMC_001	
DATE REVIEWED:	SUBJECT: YOUTH REIMBURSEMENT FOR SCHOLARSHIPS, RETREATS, EVENTS	

April 30, 2012

Purpose: Jamieson Memorial United Methodist Church seeks to establish reasonable procedures and criteria for reimbursement to Youth and Youth Leaders for participation in Youth Ministry Events.

Scope: Youth Ministry events and activities that have associated costs for travel, tuition, expenses.

Responsibility: The Youth Leadership will have responsibility to tell participants the criteria for reimbursement.

Reference: N/A

Definitions:

Youth Ministry Events: Retreats, Mission Trips, others trips that include expenses such participant fees.

Actions/Tasks/Procedures:

Criteria for reimbursement include:

1. Persons that wish to receive reimbursement or scholarship for Youth Ministry Events must have:
 - Participated in group activities during the year; and
 - Consulted with Youth Leaders in advance of event.

Approval Title: Administrative Council Chair

Signature: _____

Date: _____

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Revision History	Date	Change Description	Page Number	Revised By
Revision 0	4/30/2012	New		