**Financial Policy
St. John’s Lutheran Church**

Policies apply to youth activities such as camp, mission trips, and youth activities approved by St. John’s Lutheran Church Youth Committee.

St. John’s strives to be good stewards of all the resources provided to participate in mission trips, summer camp, retreats and activities.

The total cost for each opportunity (mission trip, summer camp, etc.) will be determined on a yearly basis as events are organized. Cost will vary according to the type and length of each event or activity.

**PAYMENT SCHEDULE**

The first deposit will be due by the date listed on registration form, unless other arrangements have been made with the Youth Director. Money (check to St. John’s Lutheran Church or cash) MUST be placed in a white envelope with participant and event name on front of the envelope and placed in the mailbox to the left of Marla’s office.

**THE FIRST DEPOSIT IS NON-REFUNDABLE.**

The first deposit amount and date due will be determined when the trip has been confirmed. All additional payments, amounts and dates due will be determined based on cost of each event.

Depending on the activity, participants may be asked to cover their own costs for food, fun activities, transportation and hotel costs.

**If a participant drops out of the event or is dismissed from the team due to a violation of the code of conduct policy, the funds remain with the project unless other arrangements are agreed upon.**

In the event the trip/activity is postponed or cancelled, the Youth Committee will determine the amount of money refunded minus the initial first deposit which is non-refundable. Funds that are not refunded will remain in the designated youth account for future activities.

If the event is canceled due to fewer male, female or both male and female chaperones than are required according to the ratio given by the event organization, all money paid toward the event except for the initial deposit required will be refunded.

**FUND RAISING**

 All youth participating in events will be given opportunities to fundraise to help offset the cost. The list of fundraisers will be available as soon as they are finalized and approved by the Youth Committee. **Fundraising calendar year runs September 1 through August 30.**

**TO ACCESS MONEY EARNED THROUGH FUNDRAISERS:**

**Families (parents and youth) must participate in a minimum of any two St. John’s fundraisers OR chair and organize one fundraiser. One of the events must be a youth specific fundraiser. Confirmation youth are required to participate in Lenten Soup and Sandwich fundraiser which will count as one of the two required fundraisers. Youth participating in a mission trip or National Youth Gathering must also participate in team building fundraisers specific to that activity. Families of youth that fulfill these requirements will be reimbursed approximately 50 % of the total program cost of the event of their choice.**

**Parent or responsible adult must provide written confirmation from camp or organization that will facilitate the event that their child has been registered and name of program/event they are attending.**

**Families participating in fundraisers MUST pay the full amount when registering for an event knowing that when written confirmation is received, a refund in the amount of approximately 50% will be sent after paid invoice from summer camp registration is provided to Youth Director and Proof of Attendance at camp has been verified.**

**Exceptions will be considered on a case-by-case basis by Pastor and Youth Director.**

An option to opt out **OF FUNDRAISING OPPORTUNITIES IS AVAILABLE** (meaning that parent or responsible adult is willing to pay full price). **APPROXIMATELY 50 % OF THE PROGRAM COST WILL NOT BE REFUNDED SHOULD THE PARENT OR RESPONSIBLE ADULT CHOOSE THE OPT OUT OPTION.**

**SCHOLARSHIPS**

Scholarships are available based on financial need and participation in fundraisers. Scholarships may be requested by speaking with the Pastor or Youth Director.

Revised August 2019 by Youth Committee

**ST. John’s Lutheran Church**

**Camp/Mission Trip/Activities, September 2019-August 2020**

**Please check the area your child will participate in. \_\_\_\_\_Summer Camp \_\_\_\_\_Recharge\_\_\_\_\_ Mission Trip**

**\_\_\_\_\_Youth Quake \_\_\_\_\_\_\_\_Activity (Activities) (list name of activity on line provided) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**PARTICIPATION**

I commit to attend (list event)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_on (date)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and agree that I must participate fully in the entire event from beginning to end, as well as actively participate in event fundraisers, **OR CHAIR AND ORGANIZE ONE FUNDRAISER AS WELL AS PARTICIPATE IN TEAM BUILDING FUNDRAISERS SPECIFIC TO THE ACTIVITY YOUR CHILD PLANS TO ATTEND** to receive approximately 50 % of cost or opt out and pay full cost.

**\_\_\_FIRST PAYMENT \_\_\_\_\_\_\_\_\_\_\_ DUE WITH REGISTRATION FORM**

 **\_\_\_SECOND PAYMENT \_\_\_\_\_\_\_\_\_\_\_\_ DUE \_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_PAY FULL AMOUNT \_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_I CHOOSE TO OPT OUT OF FUNDRAISING AND WILL PAY IN FULL THE AMOUNT OF \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**REIMBURSEMENT**

I understand that if I commit to the event named above, and then choose not to participate (**or have not provided written confirmation to Youth Director from camp or organization that will facilitate the event** **that I have registered for**); the funds will remain in the Youth Fund unless other arrangements are agreed upon by Pastor and Youth Director.

**I HAVE READ THE ABOVE STATEMENTS AND I UNDERSTAND, AGREE, AND WILL COMPLY WITH ALL AS STATED.**

Participant\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Guardian\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_Fund Raise (I will participate in a minimum of 2 opportunities **OR CHAIR AND ORGANIZE ONE FUNDRAISER AS WELL AS PARTICIPATE IN TEAM BUILDING FUNDRAISERS SPECIFIC TO THE ACTIVITY YOUR CHILD PLANS TO ATTEND** to receive approximately 50 % off incentive) If I do not participate in 2 opportunities **OR CHAIR AND ORGANIZE ONE FUNDRAISER AS WELL AS PARTICIPATE IN TEAM BUILDING FUNDRAISERS SPECIFIC TO THE ACTIVITY YOUR CHILD PLANS TO ATTEND**, I will pay the full amount.

\_\_\_\_ Opt out. I do not wish to participate in fundraising activities. Parent or responsible adult is willing to pay full price. **APPROXIMATELY 50 % OF THE PROGRAM COST WILL NOT BE REFUNDED SHOULD THE PARENT OR RESPONSIBLE ADULT CHOOSE THE OPT OUT OPTION.**