

Final Policy - Short Term Mission Trips Approved 5-8-2007

Realizing the importance of reaching out to all people, Calvary Lutheran has sponsored yearly short term mission experiences since 2002. This document offers guidelines related to fund raising & scholarships offered to short term missionaries.

(1) Short term mission trips fall under the umbrella of the Calvary Lutheran Social Ministry Committee. A representative of the short term missions sub committee shall sit on the Committee and regularly attend/report at meetings.

(2) Fund raising will be organized and managed by the mission sub committee and the group planning a specific mission experience.

(3) Fund raising projects and publicity will clearly designate if the money is used for scholarships for volunteers or for materials and support for the people and projects being served. Funds raised will be placed in one of three different accounts: the Short Term Mission Scholarship Account or Short Term Mission Fund Raising accounts for scholarship money, and the Short Term Mission Special Project account for money for projects. Further details about those funds are in the attached Financial Appendix.

(4). The three established fund raisers (Silent Auction and Breakfast held in Sept./Oct., Trash and Treasure Sale held in Jan. and Valentine Dinner held in Feb.) will disburse funds as follows:

50% to the Mission Scholarship Account

50% divided between potential trip attendees for the current year.

Only attendees assisting with each event will receive funding from that event.

(5) Funds set aside from the Calvary Lutheran Church General Fund, given by the Calvary W/ELCA and gifts given by Calvary members specifically designated for such will be placed in the Mission Scholarship Account or Mission Special Project Account, depending on its designated purpose.

(6) As specific mission trips are organized, additional fund raisers may be planned to offset expenses incurred by the missionaries. Funds from those fund raisers will be deposited in the Short Term Mission Fund Raising Account and divided among missionaries helping with each specific fund raiser.

(7) As specific mission trips are organized, additional funds/materials may be collected for projects related to that trip (in previous years: money to build a home in Jamaica, supplies to fill suitcases, sponsorships for children, etc.). Calvary members may designate specifically for these projects. That money will be placed in the Short Term Mission Special Project Account until it is used.

(8) If a potential trip attendee has helped with fund raising and then chooses not to take part in the mission experience for that year, his/her funds will be transferred to the Mission Scholarship Account.

Financial Appendix: Short Term Mission Accounts Dedicated Account 017-00-00-17

The Short Term Mission Account will be a dedicated account managed within the Calvary Lutheran Church Treasury. As previously outlined in the Short Term Mission Trip Policy, this account is divided for three separate purposes and any fundraising efforts will be specifically designated to one or more of those purposes. Every effort will be made for Calvary members to be made aware to which area they are contributing.

017-00-00-17A: Short Term Mission Scholarship Account

It is our hope that this account will grow and allow for funds to be available to offset expenses incurred by members of Calvary who chose to participate in short term mission experiences. Calvary members will be made aware of the existence of this account and given the opportunity to donate as they wish. Funds from this account will be distributed to Calvary's short term missionaries as follows:

\$100.00 per missionary/trip for travel within the continental U.S.

\$400.00 per missionary/trip for travel outside the continental U.S.

If the need exists, application for additional funding to offset travel expenses may be made by a potential missionary. Confidential consideration will be made by the Social Ministry Committee.

017-00-00-17B: Short Term Mission Fund Raising

As specific mission trips are organized, additional fund raisers may be planned to offset expenses incurred by the missionaries. Funds from those fund raisers will be divided among missionaries helping with each specific fund raiser.

017-00-00-17C: Short Term Mission Special Project

As specific mission trips are organized, additional funds/materials may be collected for projects related to that trip (in previous years: money to build a home in Jamaica, supplies to fill suitcases, sponsorships for children, etc.). Calvary members may designate specifically for these projects.