



Financial Information Sheet

All money donated by students or donors is given to Global Outreach and will be spent in the way that the director and campaign leaders determine will best further the work of that mission trip.

- All funds contributed to GLOBAL OUTREACH become a part of the GLOBAL OUTREACH ministry funds. These funds will be used by GLOBAL OUTREACH to continue this ministry throughout the future. My team's travel, training, and project will be paid for by GLOBAL OUTREACH, but no funds I raise for GLOBAL OUTREACH belong to my team or me.
 - Each worker will commit to finish raising a specified amount for that specific group.
- Any amount contributed to GLOBAL OUTREACH will be receipted upon request.
- Everyone may have additional out-of-pocket expenses not covered by the money they raise for GLOBAL OUTREACH, which includes some or all of the following.
 - Application fee - \$100
 - Passport fees (varies by state) - \$100
 - Visas - Varies
 - ID Photos - \$5 per pair in missions lab
 - Postage for 1st Fundraising letters (100 X .42) - \$42
 - Postage for 2nd Fundraising letters (100 X .42) - \$42
 - Weekend outings or intensive training sessions at remote locations - Varies
 - Personal Money for travel, souvenirs, gifts etc. - \$300-600 *Average*
 - Accident / Medical Insurance - Varies
- Refunds
 - Workers who have exceeded the base amount that was determined to be raised will not be refunded the excess funds. Excess funds will be used in one of two ways. 1) Excess funds may be used to help other students who may not have been able to secure all funds or to help offset operational costs. 2) Excess funds can be applied to a GLOBAL OUTREACH mission trip on the following year. This must be communicated no later than May 9 of the year to which the funds will be applied.
 - Funds can only be refunded directly to specific contributors, not to the students.
 - Workers must apply for these funds prior to May 9 of the school year following the mission trip. These funds can be held for up to one year as long as they are requested by May 9.
 - Workers who are unable to go due to a personal medical emergency or medical emergency of a family member may be eligible for a refund of personal funds that they have contributed.
 - Global Outreach cannot refund money that has already been spent (e.g. airline tickets that have already been purchased).
 - Global Outreach may refund money to students that must withdraw from the mission trip for reasons beyond their control. These will be evaluated on a case by case basis.
 - Students who withdraw from a mission trip for personal reasons not considered to be emergencies are not eligible for a refund.
 - Students who are not permitted to go on the mission trip because of poor participation in the training sessions, inappropriate behavior or lack of initiative in fund raising are not eligible for refunds.

1. All of us are raising funds, not for ourselves but for the GLOBAL OUTREACH Ministry. GLOBAL OUTREACH promises to provide you with the training, the support, the necessary travel and housing logistics, working materials, and supervision necessary for you to have a productive project.
2. GLOBAL OUTREACH will pay for emergency medical evacuation insurance for all students unless otherwise stated. GLOBAL OUTREACH will not pay for personal medical insurance for students.
3. GLOBAL OUTREACH will pay for all vaccinations for interns. GLOBAL OUTREACH will not pay for vaccinations for other mission trips.
4. None of the money raised belongs to any individual participating in GLOBAL OUTREACH. If a team member skips or misses an activity (such as a meal, a paid trip, etc.), that member has no claim whatsoever for reimbursement of funds that may have been budgeted in their behalf. And, of course, any remaining funds at the end of any project are returned to GLOBAL OUTREACH as soon as possible, so that they may be used in other areas.
5. Most expenses for your project are automatically covered from your team's budget. Occasionally, you may be forced by circumstances to pay for something that normally would be paid for from the team budget. If that happens, ask the team leader to reimburse you and to charge that expense to the team budget. Turn in a receipt to your team leader, (make your own receipt if necessary).
6. You will NOT be reimbursed for the following or similar expenses:
 - Gifts you purchase.
 - Long distance telephone calls unless authorized by leader.
 - Any expense not directly addressed in the team budget without prior approval.
 - Costs for budget items that exceed the team budget without prior approval.
 - Medical costs. This includes office calls to doctors for minor health concerns. You should have your own insurance or another way to pay for these costs.
 - Damage to equipment that you rent for personal reasons (e.g. cars, motorcycles, jet skis etc...).
 - Damage that students cause due to careless or reckless behavior.
 - Personal items which are lost or stolen.
7. Your team leader is responsible for helping each team stay within the budget in each city.
8. Sometimes it is necessary for a worker to interrupt plans and return to the States. This could be because of illness, emergency, or other unexpected situations. If this happens, GLOBAL OUTREACH will do everything it can to help the worker avoid extra expenses. If there are extra expenses, however, the worker should arrange for covering those expenses before leaving the project.