

	District 27 B2 Policy		Number 13 Page 1 of 2 Revision 1 Revised By: _____
	Prepared by DG Leadership Team	Original Issue Date 3/30/2019	
	Youth Exchange Funds Dispersal		Latest Revision Date 3/30/2019

Purpose: To establish procedures for the dispersal of funds dedicated to the District Youth Exchange Project

1. No one can authorize expenditures of any kind without prior approval of the Youth Exchange District Chair.
2. All funds must be maintained in a separate Youth Exchange, District controlled account.
3. All funds on hand at the end of the Lionistic year will remain in the District controlled account.
4. Dollar amounts noted below are dependent on the available funds in the District Youth Exchange account.
5. Dispersal of funds to:
 - i. Students travelling overseas from the District
 - a. The District will provide a \$2,000 stipend to a student from 27B2 going overseas after the completion of their trip.
 - b. Proof of travel must be provided in the form of copies of airline tickets used.
 - c. A maximum of three students will be reimbursed each year.
 - ii. Host Families
 - a. The District will provide a \$500 stipend to host families within 27B2 to assist with hosting expenses.
 - b. Payment will be made following verification of the completion of hosting duties by the District Youth Exchange Chair.
 - iii. Youth Exchange Chair
 - a. All allowable expenditures must be supported by receipts and/or proper expense verification.
 1. Allowable expenses:
 - a. Mileage to and from Youth Exchange Camp at Dundee WI for one trip, per the LCI General Expense Reimbursement Policy.
 2. Non-allowed expenses:
 - a. Personal travel expenses (meals, lodging, travel, etc.) for club/district

visits.

b. Personal travel expenses (meals, lodging, travel, etc.) for district and state meetings.

iv. Annual State Youth Exchange Assessment to the District

a. The annual State Youth Exchange District assessment will be paid out of the District Youth Exchange Project account.