

Forest Hills Presbyterian Church
Martinsville, Virginia

Leadership Development Policy

Endorsed by Session [11/19/12]

Reviewed by Session [6/22/15]

General Policy Statement:

This policy allows for adults to attend a Christian Education endorsed conference, knowing that they are being sent and supported by Forest Hills Presbyterian Church to be equipped for lay leadership. This policy addresses the procedures related to those people other than church staff.

Policy Details:

The following may be paid (not to exceed the stated budget) while attending any conferences endorsed by the CE Ministry:

- Entire conference fee

- Travel expenses based on the current reimbursable rate per mile

- Meals (not to exceed \$30 per day) which are NOT included in the conference fee and those meals while traveling to and from the destination.

Reimbursement for expenses to attend any type of conference when that expense will exceed the stated budget will need Session approval.

Any other related expenses will be treated on an individual basis.

Payment will be limited to one conference per individual per year.

Notes: Revised by CE Ministry 6/4/15