

SBA Mission Trip Reimbursement Application

This application supersedes all previous forms and guidelines, effective October 1, 2018.

* Indicates required question

1. Requesting Individual (Name): *

2. Church Membership: *

3. Pastor's Name: *

4. Beginning Date of Mission Trip: *

Example: January 7, 2019

5. End Date of Mission Trip: *

Example: January 7, 2019

6. Date Request Submitted (Today's Date): *

Example: January 7, 2019

Address of Church Treasurer or Church Mailing Address

*Address to where the reimbursement will be sent.

7. Street Address: *

8. City: *

9. Zip Code: *

Process for Scholarship Application

1. Each individual requesting reimbursement funds must fill out an application for funds.
2. Completed application is to be sent to the association office for approval by missions committee.
3. Missions committee approves/disapproves funds and notifies applicant.
4. Funds are dispersed upon completion of mission trip. Funds will not be dispersed from the association to the individual. Funds will be distributed to the sending church.
5. Reimbursement of 20% of trip cost up to \$300.00 per person is allowed, this includes travel, food and lodging.

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