

Crescent Lake Bible Camp
Short Term Missionary Support Program

Purpose:

This program has been created in order to provide staff the opportunity to raise support as missionaries for their time spend working at Crescent Lake Bible Camp. It is an optional program and is not required.

Eligibility:

All approved summer staff are eligible for this program.

Methods of Raising Funds:

1. The short term missionary is responsible for raising their own support through the gifts of personal contacts. This will be in addition to the pay they receive as seasonal staff.
2. Crescent Lake will assist by producing a letter and prayer cards which will be sent to the seasonal staff member to distribute to friends and contacts.
3. The seasonal staff member will be responsible for all postage and miscellaneous costs incurred from circulating the material after receiving it from Crescent Lake.
4. All funds must be run through the Crescent Lake Bible Camp accounting system and donors will be given a tax deductible receipt. Any missionary support must be designated for the individual on a separate piece of paper in the envelope with the support check. Checks should be made out to Crescent Lake Bible Camp.

Do NOT put the staff member's name on the check.

5. The sum of the donations will be given to the seasonal staff member in a check at the end of their season. This will be taxable income for the staff member, just like his/her regular summer pay.
6. The staff member must provide a recent photograph to be used in the publication of the prayer card. This photograph may also be used in other camp related material or promotions. A digital picture is preferred.

Limitations:

1. The season staff may **NOT** solicit contributions from campers during the summer camp sessions.
2. Crescent Lake Bible Camp will not allow access to files, mailing lists, etc. for solicitation of donations.
3. All prayer cards and letters should be sent out by staff before their arrival at camp.
4. All missionary support must arrive at the camp office no later than two weeks prior to the end of the season. This allows time for Crescent Lake to process the donations.

Crescent Lake Bible Camp's Responsibilities:

1. Prayer card development and printing.
2. Support letter development.
3. Money handling and receipt printing.
4. Monitoring of fund balance.
5. Print check to staff member for amount of fund balance.

Missionary's Responsibility:

1. Make contacts and develop own support base.
2. Provide current picture for prayer card.
3. Provide envelopes and postage for mailings.
4. Send out thank you notes to supporters.