

This program was initiated to help Districts offset the cost of their activities or events by subsidizing the District up to \$10.00 per each attending member in good standing.

RULES AND GUIDELINES:

- District may participate 4 times in a calendar year.
- District activities/events announced as “**free to members**” will be subsidized up to 50% of the cost to the District (not to exceed \$10.00) per member in good standing who signs the attendance sheet.

District pays \$9.00.....	Member pays \$0	Home Office reimburses District \$4.50
District pays \$12.00.....	Member pays \$0	Home Office reimburses District \$6.00
District pays \$20.00	Member pays \$0	Home Office reimburses District \$10.00
- District activities/events with a cost to the District and to the member will be subsidized up to 50% of the cost to the District (not to exceed \$10.00).

Event Cost is \$24.00	District pays \$19.00	Member pays \$5.00	Home Office reimburses District \$9.00
Event Cost is \$39.00	District pays \$27.00.....	Member pays \$12.00	Home Office reimburses District \$10.00

Cost to Members MUST be LESS than the final cost to the District.

Cost to District MUST be MORE than the Home Office reimbursement.

FCSU National Events and Picnics, Branch and District Meetings do not qualify for the District Reimbursement Program.

MAKE A PLAN:

- Plan an activity/event for all of your District members to participate in.
- Complete the **District Reimbursement Program Eligibility Form** describing what the activity/event is and the cost of the activity/event to the District and to the member.
- Submit the form to the Home Office for consideration by email or U.S. mail.
 - An approval/denial email will be sent by the Home Office after review.

ONCE APPROVED:

- An announcement must be received at least 30 days prior to the activity/event to be included in the Jednota newspaper or posted on our website/social media.
- At the activity/event pictures must be taken.
- An Attendance Sheet must be signed by each individual attending member (parents may sign for their children).

ONCE COMPLETED:

- Complete the **District Reimbursement Payment Form**.
- Submit the District Reimbursement Payment Form along with an article and photographs from the event for publication to District@fcsu.com.
- The Home Office will review the submission within 30 days of the event.
- The reimbursement amount is based on the number of members in good standing who attended the event and signed the Attendance Sheet. All signatures must be by the individual except for children under age 6.
- The Home Office will issue a check to the District and mail it to the District Treasurer.



District #: _____ Event: _____

Event Date: _____ Event Location: _____

Event Cost Per Person: _____ Cost to District Per Person: _____ Cost to Member: _____

Additional Details:

District Officer Name (print): _____

Email: _____ Phone: _____

Signature: _____ Date: _____

- This form must be received by the Home Office for approval at least **30 days** before the event
- After the event, you must submit:
 - ❖ The District Reimbursement Program Payment Form
 - ❖ Attendance Sheet(s)
 - ❖ Pictures with members at the event
 - ❖ An article about the event for the Jednota newspaper, website and social media

SEND TO:

FCSU Financial®, 6611 Rockside Rd, Suite 300, Independence, OH 44131 or email to District@fcsu.com

QUESTIONS?

Call us at 800.533.6682 ext. 119

Limited to 4 events per District per calendar year

HOME OFFICE USE ONLY

Verified by: _____ Date: _____

Approved by: _____ Date: _____



District #: _____ Event: _____

Event Date: _____ Event Location: _____

Event Cost Per Person: _____ Cost to District Per Person: _____ Cost to Member: _____

District Treasurer Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Email: _____ Phone: _____

Signature: _____ Date: _____

SUBMIT:

Please submit the following information after the event:

- The District Reimbursement Program Payment Form
- Attendance Sheet(s)
- Pictures with members at the event
- An article about the event for the Jednota newspaper, website and social media

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QUESTIONS?

Call us at 800.533.6682 ext. 119

HOME OFFICE USE ONLY

Verified by: _____ Date: _____

Approved by: _____ Approved Amt: _____ Date: _____