

Douglas County 4-H Trip Payment Policies Effective 02/07

District, State, and National Trips

Trip	Date	Costs paid by Douglas Co. 4-H	Costs paid by participants
Horse Leaders Conference	Early November	Registration fee & hotel Mileage for 1 chaperone	Some meals
National 4-H Congress	Weekend after Thanksgiving	Registration fee & flight	Mileage to/from airport Seminar fees
Art Lab West	Third weekend in January	Registration fee & 2 lunches	Mileage*
Northern District Winter Camp	Second weekend in January	Registration fee	Mileage*
Superior Days	End of February	Hotel & transportation Four meals in Madison	Some meals
Wisconsin 4-H Youth Conference	Mid-June	Registration fee, 2 lunches Mileage/parking for 1 chaperone	Seminar fees
Citizenship	June or July	Registration fee	Mileage to/from bus stop Some meals
Washington Focus State Fair	Early August	Youth Center Dorm, 2 lunches	Hotel (if necessary) Some meals, Mileage*

*4-H will pay mileage if a chaperone attends with participant. Chaperones must be certified leaders. Chaperone costs are reimbursed using the 4-H Travel Expense Report, available at the Extension Office. Mileage reimbursement rate is 32.5 cents per mile.

Adult Leader Trainings

Douglas County 4-H will pay registration fees for 4-H/UWEX leader trainings and workshops as long as there are funds available to do so. Mileage will be paid for one vehicle attending district or state leader trainings or workshops. No mileage reimbursement for in-county trainings. A leader can have no more than 2 out-of-county workshops paid for each year. A leader seeking training from a non-4-H/UWEX workshop must have Board approval before receiving any reimbursement.