

YFC/USA Chapters -

YFC/USA has an amazing partnership with Prison Fellowship/Angel Tree™ Program and we are inviting your chapter to join in! Angel Tree™ equips churches to strengthen relationships between incarcerated parents and their children and support the families of prisoners year-round through a Christmas program and through Camping partnerships.

There are two steps to becoming an Angel Tree partner. **First, your chapter can become registered with Angel Tree Christmas.** To register, go to [Prison Fellowship's website](#). After registering for the current year, in October you will receive names of Angel Tree students in your area who were signed up by their mom or dad in prison and begin to coordinate with volunteers to promote and execute the Angel Tree program at your site. This can also be done in conjunction with a local church in your area, who coordinates and operates this program. If partnering with a local church, chapters do not need to register, but you can reach out to Angel Tree for a list of local churches in your area that are partners. Alongside of the church, YFC can step in and help volunteer in the gift giving portion of the program and begin to build relationships with these students as you deliver gifts on behalf of the incarcerated parents. This is an incredible opportunity for contacting – a new way to meet new kids in your schools and communities, while sharing the love of Jesus at Christmastime!

Second, your chapter can partner with Angel Tree Camping. To begin the process of becoming an Angel Tree Camping partner, please email angeltreecamping@pfm.org. The process starts with filling out a Memorandum of Understanding (MOU) to formalize the partnership. After the paperwork is complete, in February, you will receive lists of either church partners or Angel Tree kids in your area. Utilizing the lists given, you then contact the families of the kids to develop relationships and bring these kids into your local ministry site. When you go to a camp with your local ministry site, Angel Tree will scholarship these students to go with you!

Prison Fellowship is able to **provide a full camping scholarship (up to \$600)** *(and an additional transportation scholarship of up to \$80 – if authorized prior to the trip)* **in 2022** for these Angel Tree kids (from the lists) and any other eligible kids in your ministry attending a camp through your chapter. Please see the following pages in this PDF for full camping scholarship eligibility information, program expectations, and how to access scholarship funds. This is an incredible privilege to be a part of and we are grateful for our developing partnership with Angel Tree! May God use this partnership to see more kids find HOPE in Jesus!

To be eligible for scholarship reimbursement, the individual must be 18 years old or younger **and** meet **ONE** of the criteria below:

- Have been registered for Angel Tree Christmas in prior year(s)
 - Appears in the Angel Tree database
- Have an incarcerated parent or stepparent. The parent could be incarcerated in a county, state, federal, or military facility.
 - You must be able to provide the name of the prisoner parent and the facility where he or she is incarcerated.
- Currently live in a household with an Angel Tree child or prisoner's child who is also attending camp
- Have been recently incarcerated themselves (JJM Students)

If you have any questions, please reach out directly to Angel Tree Camping at angeltreecamping@pfm.org or you can contact the Camp Team at yfccamp@yfc.net

CAMPING SCHOLARSHIP ELIGIBILITY



Prison Fellowship Angel Tree™ is pleased to provide a limited number of scholarships for Angel Tree® campers. The scholarship amount is the cost of camp (minus any deposit paid), up to \$600. For camping partners who do not charge for camp, our scholarship reimbursement is up to \$300. We can only provide one scholarship per child per season.

Some camps ask Angel Tree families to contribute a small amount to the week of camp if they are able, normally \$25-\$50. This can cut down on the potential for campers to not show up for their week of camp.

To be eligible for scholarship reimbursement, the camper must be between the ages of 5 and 18 and, as shown by documentation, meet one of the criteria below:

- Have been registered for Angel Tree Christmas in prior year(s).
 - Appears in our Angel Tree database.
- Have a parent or step-parent who is or was incarcerated. The parent could be incarcerated in a county, state, federal, or military facility.
 - Camp must be able to provide the name of the incarcerated parent and the most recently known facility where he or she is incarcerated.
- Currently live in a household with an Angel Tree child or prisoner's child who is attending camp.

Expectations of an Angel Tree Camping Partner

Camp will include the following:

- A multi-day experience, typically five days. "Retreats" and other three-day, two-night events will be considered by the program manager on a case-by-case basis.
- Structured and supervised activities throughout the day focusing on recreation and spiritual growth, both in small groups and the larger camp group as a whole.
- Teaching the Word of God through a combination of worship, large group teaching, small group time, and individual devotions, with a clear presentation of salvation found through Jesus Christ at some point in the week.
- Providing three meals a day. (Day camps must provide lunch at a minimum.)
- Having no higher than a 10:1 camper to counselor ratio.

How to Access Scholarship Funds

*MOU stands for “Memorandum of Understanding”

**Reporting forms and camper registration forms must be complete with all required information provided. These forms are due no later than October 1. Payment of the eligible scholarship funds will be made to the official organization named in the MOU by a single check within approximately 45 days of submission of completed documentation.

For accounting purposes, the name on the MOU, the reporting forms and the W9 form must match.

***Prison Fellowship® assesses the information on submitted reporting forms and registration forms and compares with Prison Fellowship’s information to determine eligibility for scholarship reimbursement. Prison Fellowship reserves the right to call a random sampling of campers to ensure a positive camping experience.

Email angeltreecamping@pfm.org
to register for Angel Tree Camping.

Complete MOU* paperwork.

Complete and return
W9 / submit updated W9

After camp, submit reporting form
and copies of camper registration form.**

Prison Fellowship reviews submitted
information for scholarship eligibility.***

For specific questions please contact:

angeltreecamping@pfm.org
800.55.ANGEL (26435)
571.252.6819 - Program Director

Prison Fellowship
Angel Tree Camping
PO Box 506
Floyds Knobs, IN 47119

ATCCSE



Angel Tree Camping Transportation Reimbursement

Angel Tree Camping will support partner camps who provide transportation for Angel Tree families and do not include the cost of transportation in their camp fees. ATC will reimburse these transportation costs at a set maximum per child rate with the scholarship reimbursement after camp.

The rates are as follows:

- If a camp owns its own transportation (vans or buses), ATC will help cover transportation costs by reimbursing up to \$10 per child each way. (No receipts required.)
- If a camp rents vans or buses, ATC will reimburse up to \$40 per child each way. A copy of the rental receipt **must** be submitted to ATC to receive reimbursement. The per child rate is determined by the rental cost divided by the capacity.

To request reimbursement approval for transportation, you must complete the Reimbursement Request form found [here](https://app.smartsheet.com/b/form/068ee651a69e41129dea6fb610381f85) and include a copy of the rental agreement:

<https://app.smartsheet.com/b/form/068ee651a69e41129dea6fb610381f85>. The camp will receive an email confirming the transportation rate allowed.

Once camp is completed, those children using transportation will be marked on the Angel Tree Camping report. In the report column "Transportation Used," the camp will note whether the transportation was "One-way" or "Two-way." Angel Tree Camping will add the amount to be reimbursed for transportation into the scholarship reimbursement total.

For Churches

If a church chooses to transport their Angel Tree children to camp, they may request reimbursement through the same process. To request reimbursement for transportation, the church must complete the Reimbursement Request form found [here](https://app.smartsheet.com/b/form/068ee651a69e41129dea6fb610381f85) and include a copy of the rental agreement: <https://app.smartsheet.com/b/form/068ee651a69e41129dea6fb610381f85>.

In addition, after camp, the church must provide a list of names of the children transported to and from camp, as well as the name of the Angel Tree partner camp, along with a W-9.

When the camp has submitted their camping report, and the children have been verified as attending camp, Angel Tree Camping will request that transportation reimbursement be sent to the church.