



ECBC Community Group Childcare Reimbursement Policy

ECBC Community Groups exist to equip people in the context of Bible-centered relationships to passionately pursue Jesus Christ as they impact their culture. Because of the value placed on Community Groups, ECBC offers partial reimbursement to help offset the cost of childcare for families, especially those who would otherwise not be able to attend a small group.

- Reimbursement amounts are standardized in accordance with the average length of time of one small group meeting and the ratio of caregiver per child for the entire group. (See worksheet on the CG Childcare Reimbursement Form)
- The reimbursement amount is automatically totaled according to the number of children present, not the anticipated number of children.
- In order to reimburse those participating in a small group as quickly and efficiently as possible, we ask that one request be submitted for the entire group that covers all meetings held during a calendar month. This request must be approved by CG Pastor and submitted by the CG Leader or his designee.
- The deadline for all submissions is within 30 days of the first meeting on the request. There are no exceptions for late submissions.
- Community Group childcare reimbursement exists to supplement childcare expenses and should not cover the full amount. ECBC means for this to be a generous attempt to help families engage in Community Groups; we hope that families are equally generous to those who care for their children during this time.
- The CG Childcare Reimbursement Request Form is to be used for Community Group events only. Unless otherwise approved, other ministries are not entitled to use this reimbursement process.
- Reimbursement is only intended to cover “normal” group meetings. This includes weekly Bible study or Missional events, not to exceed one event per week.

Note: The Community Group Childcare Reimbursement Form is on the church website, under CG Leader Resources.