

TRAVEL POLICY

Friends are not to be hindered from traveling on ILYM business as official representatives or committee members due to lack of funds. However, in view of the limited amount of funds available in the budget for this purpose, the Travel Fund should be used according to the following guidelines:

1. Requests for travel funds should be made well in advance to the Treasurer.
2. The amount to be advanced or reimbursed to volunteers serving the Yearly Meeting is based on the current IRS charitable contribution automobile mileage rate, 14 cents per mile in 2013, (see pp. 29-30 of the 2013 Minute Book), or reasonable commercial fares. Friends are encouraged to be prudent.
3. Conference registration fees may be reimbursed.
4. Any ordinary expenses for food or lodging may be reimbursed.
5. Questions of travel reimbursement for committee business should be cleared through that committee in advance of the travel and reported to the Treasurer.
6. Friends World Committee for Consultation Triennial travel will be handled from its own fund.