

Oklahoma Baptist Disaster Relief Travel Reimbursement Policy

Receipts for all items must be attached to Expense Reimbursement Request. Reimbursement will be made for fuel rather than mileage. Please fill up vehicle with fuel at your expense before you leave. Keep and turn in receipts for fuel purchased, including the fill up when you reach home.

Fuel will be reimbursed for these situations:

- When BGCO asks an association to take their associational Disaster Relief unit to a BGCO state event (for the vehicle bringing unit)
- For those leading assessment teams outside Oklahoma at the request of the BGCO
- For those the BGCO asks to pull a BGCO unit with a personal vehicle to an in-state response
- For those the BGCO asks to take a personal vehicle to an out-of-state response

Disaster Relief volunteers are responsible for their own travel expenses for these situations:

- For those leading training sessions in their own association
- For those attending blue cap or other training in Oklahoma
- For those called out to serve in a disaster response in Oklahoma
- For those attending or serving at a non-Disaster Relief event (i.e. men's or women's retreat, food show, etc.)