



**take a hike**  
YOUTH AT RISK FOUNDATION®

## **F1-5 REIMBURSEMENT OF STAFF AND DIRECTORS**

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The Treasurer is authorized by the Board of Directors to make payments to parties that have provided authorized goods or services to the Foundation or the Take a Hike Program. Cash disbursements are usually made to the following parties:

- (a) Take a Hike Program staff who incur authorized expenditures on behalf of the Program;
- (b) Third parties who provide goods or services to the Foundation or to the Take a Hike Program; and
- (c) Directors or Volunteers who incur authorized expenditures on behalf of the Foundation or the Program.

Any amount that:

- (a) is not provided for in the budget; and
- (b) is above \$250;

requires specific approval by the Treasurer and President of the Foundation.

Any amount that:

- (a) is not provided for in the budget; and
- (b) is above \$1000;

requires specific approval by the Board.