



CAMP-2-YOU PROGRAM PLANNING GUIDE



Camp-2-You is an outreach program of Ferncliff Camp. It is a weeklong unique blend of outdoor ministries and congregational ministry designed to assist congregations in providing a quality Christian day camp program in their community.

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Overview: What is Camp-2-You?

What is Camp-2-You?

Camp-2-You is a weeklong unique blend of outdoor ministries and congregational ministry. It is a joint effort between the camp and the congregation. C2U is designed for young people who have completed grades K-6*.

Ferncliff will provide programming (staff, art supplies, game equipment, curriculum resources, and miscellaneous stories and activities) and the congregation will provide support services, promotion of the program, and involvement in the program as arranged between the camp program director and the congregation's coordinator. The curriculum is activity based, which encourages hands-on learning.

Purpose

The purpose of Camp-2-You is to assist congregations in providing a quality Christian outdoor ministry experience *at their site*. During this time, we hope to get young people enthused about camping, but our bigger goal is to get them enthused about congregational ministry and a life with Christ. Our hope is that your C2U will be a program of youth evangelism and outreach for your church. This is why congregational involvement is so important.

Strength

The strength of Camp-2-You is people. C2U teams are comprised of young adults who are selected for their Christian commitment and love of children. They are trained to lead Bible studies, worship, songs, crafts and recreation. It is relational ministry and our emphasis is to offer quality Christian role models for young people.

Uniqueness

The uniqueness of Camp-2-You is flexibility. Camp staff will work with each church to design a program specifically to meet the needs of your church. This manual will help your church consider and plan for a C2U experience this summer.

**Our experience has shown that preschool children need special programming and generally our staff is not trained in working with the younger children specifically. If you would like a program for that age group, we can assist, but recommend that congregational volunteers staff it.*

Suggested Elements of Camp-2-You

The activities below are flexible, as we want to make the Camp-2-You a fun and unique experience. Here are some suggested elements to help make a schedule that works for you as a church.

Morning Activity	A game/craft that engages the youth while they arrive in the morning.
Morning Celebration and Theme Introduction	A time at the beginning of each day to introduce the theme through the use of scripture, prayer, skits, songs or video clips.
Small Group Bible Study	Our weekly theme will be developed in small groups. The youth will be asked questions based on a skit or story from the morning worship. Bible study and activities are also used to help youth deepen their understanding of Scripture.
Arts and Crafts	Youth make something each day that ties into the daily theme and provides them an opportunity to share their experiences with others.
Lunch	Youth may bring their own sack lunches for the noon meals every day, or congregations may choose to provide lunches.
Activities	Youth can participate in activities like archery, water games, gaga ball, field games, and nature study.
Story Time	Time will be taken for a classic story, such as C.S. Lewis' "Lion, Witch and the Wardrobe," to be read and finished by the end of the week. This is a perfect time for youth to wind down a little in the middle of the day.
Off-Site Adventures	Congregations may elect to work with camp staff to plan off-site adventures. This is completely optional. Adventures may include bowling, a lake trip or city pool, library, or hike. Some of these activities may require additional staff or money.
Closing Celebration	A time at the end of the day used for closure and wrap-up of the day's theme. The time contains celebration through songs, prayer, scripture, drama and stories.

General Camp-2-You Schedule

- **Sunday Afternoon/Evening**

- Staff will arrive and meet with the coordinator from the congregation at the church at 5 pm and begin setting up.
- A mandatory meeting for all volunteers and Ferncliff staff will start at 6 pm.
- All church volunteers will be reminded of our policies, have a team building session with our staff and be taught games and practical knowledge to use during the week.
- The weekly schedule will be reviewed and volunteers will have time to ask any questions.

- **Monday-Friday**

- A volunteer meeting will happen at 8:15 (can be adjusted to meet the needs of your specific site) before the day starts. There will also be a “debrief” at the end of each day for all Ferncliff staff and Volunteers.
- The typical camp day will run from 9:00 AM to 4:00 PM. This can be amended to fit the times that meet your community’s needs.
- Campers will be engaged in activities by trained staff. Individual churches work with the Ferncliff Program director to determine the arrival and departure times for the program.
- We recommend closing Friday at an early enough time to allow Ferncliff staff to travel back to Ferncliff. They are required to be back at Ferncliff for an end of the week meeting by 5:30 pm.

- **Thursday Evening Optional Family Night Program**

- This evening is designed for children to share with their parents what they have been doing throughout the week. It can include crafts, skits and singing. A potluck dinner is a great way to kickoff the evening. This option will need to be discussed with the C2U director prior to your event.

- **Monday, Tuesday, Wednesday Evenings**

- Staff is available to lead a special event for Junior and Senior High youth. Please discuss this option with the C2U director prior to your event week.

Sample Camp-2-You Daily Schedule

Time	Monday	Tuesday	Wednesday	Thursday	Friday
9:00	Check In				
9:15	Morning Celebration				
9:30	Bible Study				
10:00	Activity 1	Activity 3	Activity 5	Activity 7	Activity 9
10:45	Craft				
11:15	Activity 2	Activity 4	Activity 6	Activity 8	Activity 10
12:00	Lunch				
12:30	Choice Play				
1:00	Story Time				
1:30	Theme Time				
1:45	Change				
2:00	Water Time/Large Group Game Time				
2:30	Water Time/Large Group Game Time				
3:00	Change/Snack				
3:20	Closing Celebration				
4:00	Games/Check Out				

This is a general outline of what the daily schedule might look like. Each Camp-2-You will vary according to the church's capabilities and preferences. For instance, one church does a late afternoon, early evening program, so its schedule is obviously different. We want this experience to be the best possible for you congregation and will work with you to blend the resources within your congregation and community with our C2U staff.

Small Group Camping Model

Depending on number of campers, each counselor will be assigned to 5-7 campers and paired with another counselor and their group of 5-7 campers. These 10-14 kids and 2 counselors make up a family group. Every volunteer will be paired with a Ferncliff staff member and participate with the family group throughout the week. Each small group will be assigned a color for the week.

Responsibilities and Expectations for Each Schedule Element

Check In/Check Out:

Ferncliff Staff

Ferncliff leadership staff will help to run the check-in/check out table each morning and afternoon. The supplies that Ferncliff will provide include, but are not limited to: all check in/check out sheets for parents to fill out, extra medical forms and registration forms, pens, highlighters. If all registration forms are available Ferncliff will pre-assign all campers to their counselor and color groups by age and insert all of their information into a master camper list that will be provided to the church in advance and used during check-in/check-out.

Church/Congregation

The church will be responsible for providing volunteers (if able) at the check-in/check-out station each morning and afternoon to work alongside the Ferncliff leadership staff.

Morning Bible Study:

Ferncliff Staff

All morning Bible study materials will be provided by Ferncliff. Each Bible study packet will include questions to ask and age appropriate activities to help campers understand the daily theme. Ferncliff staff will lead the Bible studies each day.

Church/Congregation

Church Counseling Volunteers will be provided materials in advance to help them prepare and feel comfortable leading or helping with Bible studies. We encourage each volunteer counselor to lead Bible studies if they are comfortable, but it is not required. Their help in planning and leading each day's lesson is always encouraged and welcomed.

Activities:

Ferncliff Staff

Ferncliff provides all activities and supplies needed. Ferncliff staff will lead the daily activities and debrief them with the campers.

Church/Congregation

Church Counseling Volunteers will be briefed on the daily activities and asked to assist where needed. We encourage each volunteer to be open with how much they would like to lead and welcome their own ideas to make activities better.

Crafts:

Ferncliff Staff

Ferncliff provides all crafts, instructions and supplies needed. These relate with the theme of the day or week. Ferncliff staff will be trained to lead the daily crafts.

Church/Congregation

Volunteers can help set up the craft area before the kids arrive as well as lending a helping hand to the staff while the craft is taking place. If the craft volunteer would like to take a leadership role and lead the craft time, this is always encouraged and welcomed, but not required. If a volunteer is available to help lead crafts, Ferncliff can provide the instructions in advance.

Lunch:

The church can offer lunch or campers can be required to bring a sack lunch each day. We leave this decision up to the churches to make based on the needs of their community. We like for each of the groups to sit together during lunch with their counselors so they remain with the “family” they have created. Each meal begins with grace, usually a song. Lunch can be served many different ways; however, we serve “Family Style” at camp and offer this up to you as a suggestion.

It is often easiest if the Church/Congregation handles food prep and setting up the lunch area while the Ferncliff staff works with the youth. Additionally, a different family group can be chosen each day to help with lunch set-up.

Family Style

Each table receives a tray of food (ex: large bowl of macaroni, large plate of chicken strips and a large side of vegetables with serving spoons in each) rather than going through a lunch line.

Why “family style”?

We believe that this provides another opportunity for kids to act as a family and serve their small community. They learn to ask nicely and look out for each other’s needs.

Set up steps:

- Wipe down tables
- Make sure all chairs and tables are set up
- Set out silverware and napkins at each place setting
- Set a cup of water at each place setting (we ask that water be served first before juice)
- Set out plates at each place setting
- Set up the drink station
- Welcome everyone to lunch
- Lead grace

Clean up:

- Pick up any trash that was not properly thrown away
- Wipe down tables
- Sweep

What if the church isn't providing lunch?:

If the church is not providing lunch for the campers, this process will be different, but there are still ways we can implement the “camp meal traditions” even without serving family style.

Story Time:

Ferncliff Staff

Ferncliff will provide all of the books that have to do with the overall theme or at the very least have a Christian message. Ferncliff can also provide the reader for each Story Time and that reader will be expected to give a short “summary” of the overall message of the book.

Church/Congregation

We encourage the Church to provide a reader for this time. It is great to get the kids familiar with the faces in the church. The church can also provide their own stories if they choose.

Water Time:

Ferncliff Staff

Ferncliff will provide all of the water game supplies (hoses, sponges, sprinklers, water balloons, buckets, etc.) and water game instructions.

Church/Congregation

The church is responsible for providing the water and a safe area for water games to occur.

What if we have a pool available?:

At this time in the schedule churches can also provide a swimming pool experience in place of water games. The pool may be at a local water park within walking distance, a personal pool, or a portable pool set up at the church. Ferncliff can provide lifeguards for personal pools if given enough advance notice or the church can provide lifeguards.

Theme Time:

Theme time is offered to provide intentional time in the afternoon for kids to focus on the theme for the day. Verse memorization, quiet activities, group discussions may be part of the experience. This can also be a time for them to practice their presentation for “Family Night” if it is being offered.

Ferncliff Staff

Ferncliff staff will be trained to facilitate the theme time and provide memorization verses for the campers.

Church/Congregation

The Church Counseling Volunteers will be given the memorization verse in advance to help them prepare to help others during this time.

Snack Time:

Ferncliff Staff

Ferncliff will provide ideas for themed snacks, but these are not required

Church/Congregation

The church is responsible for providing an afternoon snack (something healthy and kid-friendly) each day.

Afternoon Worship:

Ferncliff Staff

Ferncliff Staff will be trained to lead the afternoon worship time, sing songs and deliver a message or lead a closing activity.

Church/Congregation

The church can take on the option of leading all or some of the afternoon worships each day. Ferncliff staff members are always there if needed. We encourage the churches to get involved and be a part of leading the worships, however, it is not required. Elements of worship may include songs, skits, videos, large group activities, a message and prayer. These can be planned ahead of time by the church or planned in collaboration with the Ferncliff staff when they arrive.

Agreement Between Staff and Coordinators

It is assumed that all Ferncliff staff and church volunteers shall be dedicated to their ministry with people in the name of Christ. They shall seek to aid in the development of the program in such a way that the faith of all campers and staff have an opportunity to grow.

Ferncliff Camp Staff Shall:

- ❖ Assume final planning and decision-making responsibility for the Camp-2-You program. (Camp-2-You Leader is designated to be in charge.)
- ❖ Be present at all planning and Camp-2-You events and stay for their entirety.
- ❖ Be open to all ideas and suggestions to change the program to best serve the local church.
- ❖ Ensure that safety is of primary importance and be familiar with emergency procedures. (This is extremely important and takes priority.) All Ferncliff staff members are trained in First Aid & CPR.

Congregation Camp-2-You Planning Committee Shall:

- ❖ Compose a list of goals and expectations.
- ❖ Offer suggestions and ideas for the program so that it best fits the needs and resources of the congregation.
- ❖ Select and secure the Camp-2-You sites. (If it is necessary reserve park and recreation areas.)
- ❖ Determine a congregational coordinator and volunteer staff. (Volunteer staff includes people to set-up snack each day for the children.)
- ❖ Secure housing and meal arrangements for the Ferncliff Staff.
- ❖ Promote Camp-2-You to youth in your church and larger community.
- ❖ Plan for and arrange a congregational/family/community event for a program, (Typically on Thursday evening.) if desired.

Local Coordinator Shall:

- ❖ Serve as the liaison between the camp and congregation.
- ❖ Chair the meetings of the planning committee and provide guidance on an action plan to insure progress of the committee's work.
- ❖ Oversee preparation details before the actual Camp-2-You begins.
- ❖ Work with staff in establishing emergency procedures and make arrangements with local health care facilities.
- ❖ Coordinate the evaluation of the Camp-2-You program.

Camp-2-You Staff Roles and Responsibilities

Staff

Ferncliff Camp provides a Camp-2-You leader and counselors who are caring, committed, and prepared to provide you with an amazing experience.

Expectations of Staff

- To have a good understanding of the activities and curriculum and be capable of leading all activities listed on the schedule.
- To be present at all planning and activities during the week and stay for their entirety.
- To be open to all ideas and suggestions to change the program to best serve the local church.
- To ensure that safety is of primary importance and be familiar with emergency procedures. Every Ferncliff staff member will be certified in First Aid & CPR.

The Curriculum and Supplies

The curriculum is a summer Bible study program especially designed for use with camp and Camp-2-You programs. Equipment, supplies, music, and crafts related to the program will be provided. If a congregation has resources that would make the program better and they are willing to share, the C2U team would be glad to use them with permission.

Planning and Training

A staff member from Ferncliff will be in contact with your congregational coordinator and planning committee to create a week of meaningful activities. Most communication and materials will come to you via email. Expect phone calls a month in advance of your camp date. Ferncliff staff members are always available by phone or email, should you have any questions or concerns throughout the planning process.

Transportation

Ferncliff will provide transportation for the camp staff to your congregation on Sunday and for return to camp on Friday.

Insurance

Ferncliff's Camp-2-You programs should be insured under your church's liability policy. Ferncliff staff are insured through the Ferncliff's Worker's Compensation Policy.

Congregational Roles and Responsibilities

Housing for Ferncliff's Camp Staff

Ferncliff's camp staff may be housed together at the church or in private homes. In the case of churches that are in close proximity to camp, staff may opt to drive daily between the camp and the church. The bond that staff and congregation members create has been one of the highlights of this program and we encourage the two to interact throughout the week. If housed in private homes it works best if staff can be housed together or at least two or more per private home. Listed below are benefits of both staying and staying with a host family.

Staying at the Church:

- Families/volunteers do not have to feel like a "host" 100% of the time.
- Enough space to keep all the staff together.
- No commute.
- Makes counselors more familiar with the church space.

Staying with Host Families:

- Meals are easier when staying in a home.
- Allows staff to get to know church/community members.
- Easier access to amenities such as showers.
- Provides a more "homey" environment.

Food

The congregation is responsible to provide *all* meals for the Ferncliff staff during the C2U program. Congregations are free to arrange these in any number of ways. Lunches should be provided at the C2U site. Other meals can be arranged through the host families or other families during the week. These meals have been provided many different ways. Some ways churches have provided meals are bringing meals to the church (homemade, store bought or ordered), providing meals at a church member's home, giving staff gift certificates to restaurants, or bringing the staff out to a restaurant. Below are the meals to be provided:

Sunday: Dinner

Monday: Breakfast, Lunch, Dinner

Tuesday: Breakfast, Lunch, Dinner

Wednesday: Breakfast, Lunch, Dinner

Thursday: Breakfast, Lunch, Dinner

Friday: Breakfast, Lunch.

Lunches can be sent by either the host families or other volunteers who can bring the lunch to the site. Please remember that the staff members are college-aged adults participating in a very active schedule, so their portions may need to be bigger than the campers'. If campers are being served a lunch, it is preferred that the staff eat something similar to the kids. If a staff member has special dietary needs this will be communicated to the congregational coordinator.

Transportation

Ferncliff staff members are responsible for their own transportation to and from the main Camp-2-You site each day. The congregation is responsible for transportation of children for any off-site adventure unless otherwise coordinated prior to the Camp-2-You week.

Congregational Coordinator

This coordinator will serve as the liaison between the camp and congregation. They will chair the meetings of the planning committee and provide guidance on an action plan to ensure progress of the committee's work. They will oversee preparation details before the actual C2U program begins. During the week they will be the "go-to" person in partnership with the Ferncliff leadership staff member.

Planning Committee Leadership

The planning committee needs to provide leadership and communicate the needs and desires of the congregation. The planning committee also needs to provide the necessary leadership to work with the camp staff and the children in order to meet the necessary ratios of campers to staff and volunteers. Depending on camper ratios, volunteers may need to lead activities and small group studies and directly work with the youth.

Site

The best arrangement for the Camp-2-You program is to have a building *and* a park, playground, or open field within walking distance. It is important that the facility be close to the park or field so that recreation and games can be enjoyed throughout the day. Immediate access to telephone, rest rooms, and running water are also necessary.

Marketing

The congregation is responsible for advertising the program in their surrounding communities. Please see the Camp-2-You planning pack to view samples of general marketing materials. Word of mouth has been our most effective marketing tool, but we would recommend doing one or all of these to get you congregation excited for their new ministry opportunity.

Volunteer Suggestions

Volunteers are a vital part of Camp-2-You success. Without them we could not exist. Below are suggestions that you may want to offer to your volunteers for your week of Camp-2-You. Ferncliff will be in communication with any other needs and these suggestions are flexible based on the church site.

Volunteer Counselors:

What will volunteer counselors be expected to do?

In addition to the responsibility of 6-7 kids, counselors will be expected to participate in activities, games, songs and morning Bible studies. We ask that these volunteers be available for the entire week. While we understand many have jobs or appointments, to have them for the entire week/majority helps our program to be consistent and allows them as counselors to invest in the kids they are serving.

Will volunteer counselors be on their own?

No, they will be paired with one of our staff members, who will be comfortable in leading all of these activities. This pairing of their small groups of 6-7 will combine to be called a “family group”, typically a small group of boys combined with a small group of girls. It is our goal to always pair a Ferncliff staff with a church volunteer so that no volunteer has to go through the program without the experience of our staff. However, we do encourage them to take as much initiative and ownership as they want, they are as much of a counselor as our staff are.

Who can be a volunteer counselor?

Any volunteer who is 16 years or older can be a volunteer counselor.

Junior Counselors:

The junior counselor position is for youth who do not meet the age requirement of 16 but still want to help with Camp-2-You. They can be extra hands helping to set up activities or following a group around to help out as needed. This also helps encourage them to be involved until they are able to serve with full responsibilities as a counselor.

Lunch Servers:

If your church decides to provide lunch to the campers, volunteers will be needed to prepare the lunches each day. These can be hot or cold lunches. If not serving lunches, please provide water, napkins, silverware, etc. for kids who have forgotten.

Snack/Drink Servers:

Volunteers can help to serve the daily snack and drink. Some churches have offered a variety of snacks to choose from each day or just one choice. Please choose what options are best for your congregation. These volunteers can also be sure that there is always water readily available to campers. This may involve filling up water jugs throughout the day and delivering them to activity sites. This position is not required to be there the whole day and does not have to be the same person each day.

Craft Leaders/Helpers:

Craft leaders will be provided with all materials and instructions for the daily crafts. They are not expected to teach the craft; however, if they would like to take on that leadership we are happy to let them! Their primary role is to prepare the craft area for campers before they arrive, as well as be extra hands for the counselors during this time. This volunteer position is not required to be the same person for every session and can provide a great volunteer opportunity for those who only have a few hours available each day, or just a few hours available during the week as a whole.

Check In/Check Out:

A Ferncliff staff member will be in charge of checking campers in and out at the entrance. A volunteer can help the staff member in this process in order to help it go more smoothly. For consistency it is encouraged that this volunteer be the same each day; however, it is not required.

Photographer:

A volunteer may photograph the event for future promotion materials and possibly pictures to show on the optional Family Night. This volunteer position is not required to be there at all times and does not have to be the same person all week.

Activity Set-Up:

Volunteers may be needed to help set up special activities such as the slip n' slide, water games, cook-out materials, and anything else the Ferncliff staff could use help with. This volunteer position is not required to be the same person each day and is not required to be there at all times.

What if a volunteer can't be there for the whole week?

Many of these volunteer positions don't require being present the entire day. The only position we encourage be consistent each day is the counseling volunteer. If others can only be there for a few hours to help with crafts or snacks or a specific activity each day (or a few days), we would love to have them serve with us in whatever time they can give.

Do we need volunteers for all of these positions?

No. Volunteers are very helpful to running a smooth Camp-2-You and we encourage congregational/community members to get involved to lend a helping hand and get to know the youth in the church. However, it is not necessary to fill all of these roles.

Furthermore, one volunteer can take on several different positions throughout the day. For instance, a volunteer can help with check in/check out, lunch serving, and photography.

How to Have a Camp-2-You Program This Summer

1. Ferncliff sends information regarding Camp-2-You to interested congregations.
2. The congregation reviews the material, completes the application, and returns it to Ferncliff.
3. Ferncliff sends a confirmation letter or email to the congregation if congregation is accepted. The congregation is then sent a contract and asked to put down a deposit.
4. The congregation creates a local planning committee and coordinator, and sets up a pre-planning session with Ferncliff. This meeting can take place by telephone.
5. The congregation coordinator and camp staff members meet. The purpose is to review the program, make adaptations to fit the goals of the congregation, and set the schedule for the week, including any special events. This meeting should take place at least a month in advance of the scheduled Camp-2-You.
6. Congregation begins planning for publicizing the event, housing for Ferncliff camp staff (if necessary), special events, off-site activities, and contacting/securing the necessary volunteers.
7. Communication continues between the congregation coordinator and Ferncliff camp staff member regarding schedules, number of children, and other details.
8. Sunday evening the staff arrives to meet with the congregation coordinator and volunteers.
9. The youth enjoy what we pray is an inspiring week for your congregation and community!
10. The C2U Program director contacts the congregation coordinator to see how the program is going, ask for feedback on how it can be improved, and relay this information to the C2U staff members.
11. The congregation coordinator fills out an on-line questionnaire following the Camp-2-You program. Congregational feedback is important for continued improvement and making sure that the congregation's objectives and goals are being met.

Registration Forms & Procedures

Camp-2-You Fees And Registration Procedures

Program Deposit

We ask for a non-refundable \$350.00 deposit is to “lock in” your dates of choice.

Option 1 (For 14-28 campers)

This program option includes: 3 camp staff (1 leadership staff and 2 counselors), transportation, planning, sporting equipment, curriculum materials, archery, slip ‘n slide, craft materials and all other activity equipment.

Option 2 (For 29-42 campers)

This program option includes: 4 camp staff (1 leadership staff and 3 counselors), transportation, planning, sporting equipment, curriculum materials, archery, slip ‘n slide, craft materials and all other activity equipment.

Option 3 (For 43-66 campers)

This program option includes: 5 camp staff (1 leadership staff and 4 counselors), transportation, planning, sporting equipment, curriculum materials, archery, slip ‘n slide, craft materials and all other activity equipment.

Option 4 (For 67-80 campers)

This program option includes: 6 camp staff (2 leadership staff and 4 counselors), transportation, planning, sporting equipment, curriculum materials, archery, slip ‘n slide, craft materials and all other activity equipment.

Camp-2-You Program Options	Tier I	Tier II	Tier III
Option 1 14-28 campers; 3 camp staff (1 lead, 2 counselors)	\$1400	\$1900	\$2400
Option 2 29-42 campers; 4 camp staff (1 lead, 3 counselors)	\$1900	\$2400	\$2900
Option 3 43-66 campers; 5 camp staff (1 lead, 4 counselors)	\$2400	\$2900	\$3400
Option 4 67-80 campers; 6 camp staff (2 lead, 4 counselors)	\$2900	\$3400	\$3900

Realizing that churches have different abilities to pay, Ferncliff has instituted a voluntary three-tier fee program. It is a “free will” system; each participating church picks the level that is comfortable and affordable for the congregation. All churches receive the same experience no matter what tier they select.

Tier I is our historically subsidized rate and does not reflect the full cost of operating our Camp 2 You program.

Tier II is our partially subsidized fee for those congregations whom choose to pay a little more.

Tier III more closely reflects the actual cost of the Camp 2 You program.

Mileage

There is a .30 per mile mileage reimbursement. This can be easily determined before the program using GoogleMaps and inserting the host site and Ferncliff's addresses.

Notes on Fees

We recommend that host sites consider having campers pay a portion, if not all, of the registration fees associated with the Camp-2-You program. It is the intention of Ferncliff that this program be available to all interested congregations. If you feel like the fees may keep you from offering the program you are encouraged to contact the camp office by phone (501) 821-3063 or email programs@ferncliff.org

Registration/Cancellation Procedure

1. Please send in your signed, application form. The dates that you request will be secured upon receipt of this agreement and confirmation from the Program Director at Ferncliff. Your \$350.00 non-refundable deposit should be received within 10 days of your confirmation of your Camp-2-You event.
2. For planning purposes the number of staff cannot be reduced or increased by either the camp or congregation *3 weeks* prior to the start of the program without mutual consent from both the camp and the congregation. In some instances, Ferncliff may request that additional staff be allowed at no extra cost to the church. This request would be made if additional staff is available and it would be in the best interest of a successful program for the congregation. The only additional requirements would be that the staff being provided at no charge be given the necessary accommodations of housing and food.
3. If the registration minimum (14) is not met *2 weeks* prior to the date of the event, Ferncliff may not be able to provide Camp-2-You at your site.
4. Cancellations of Camp-2-You will result in the forfeiture of the \$350.00 deposit. Any cancellations within *3 weeks* of the program will result in the congregation being responsible for 80% of the total fee minus the deposit.

Ferncliff Camp 2016 Camp-2-You Application Form

Host Site:

Address:

Phone: Fax or E-mail

Contact Person: _____ **Phone:** _____ **Email:** _____

I would like to reserve this week: (please circle one)

June 5-10	June 12-17	June 19-24	June 26-July 1	July 11-15
	July 17-22	July 24-29	July 31-August 5	

Indicate the daily times of your Camp-2-You Program (the standard time is 9am-4pm)

Start Time	End Time
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Please circle the Option and Tier your church has selected.

Camp-2-You Program Options	Tier I	Tier II	Tier III
Option 1 14-28 campers	\$1400	\$1900	\$2400
Option 2 29-42 campers	\$1900	\$2400	\$2900
Option 3 43-66 campers	\$2400	\$2900	\$3400
Option 4 67-80 campers	\$2900	\$3400	\$3900

Special activities you would like to offer (Please list times and dates if known):

Estimated number of kids per age range:

K	1st	2nd	3rd	4th	5th	6th
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Can your church provide 1 volunteer for every 14 campers? Yes _____ No _____

Location Camp 2 You will take place: _____

Would you like Ferncliff to provide a Junior or Senior High evening program during your Traveling Day Camp? (*Contact us if you would like more details about this*)

Yes _____ No _____

Date: _____ Time of Event: _____ Type of Event: _____

Please tell us about your church and why you are interested in Camp 2 You.

Your reservation will be complete once we receive your \$350.00 deposit. Final payment is due on or before your first day of Camp 2 You program. Please mail, fax, or email your application to us.

Email: programs@ferncliff.org

Fax: 501-821-3093

Mail Deposit to:

**Ferncliff Camp
Attention: Camp 2 You
1720 Ferncliff Rd.
Little Rock, AR 72223**

We will contact you upon the arrival of your application. We look forward to serving with you!

Ferncliff Camp-2-You Camper Registration Form

Camper's name: _____ **Gender:** _____

Grade Completed: _____ **Date of Birth:** _____

Address:

Parent/Guardian Name(s):

Email: _____

Phone: Home () _____

Work () _____

Cell () _____

Emergency Contact Name: _____

Relationship to Camper: _____

Phone: Home () _____

Work () _____

Cell () _____

Allergies or other medical concerns:

Do you carry family medical/hospital insurance? Yes No

Health Insurance Company: _____

Policy Number: _____

Family Physician: _____ **Phone:** () _____

Parent/Guardian Authorization

In signing this form, I give permission for the use of photography including my son/daughter in camp publicity; and for the release of medical records in case of injury or illness. I understand that in the case of emergency, every effort will be made to contact me. If I cannot be reached at the numbers supplied, I hereby give permission to the physician selected by the camp to hospitalize, secure proper treatment for, and to order injection, anesthesia, or surgery for my child, as named herein.

Parent/Guardian Signature:

_____ **Date:** _____