



2022 FAQs ABOUT MOMENTUM

1. WHAT ARE THE REGISTRATION FEES FOR MOMENTUM 2022?

\$485: **Students** (students who have completed 6th-12th grade prior to conference) Cost increases by date, see buildmomentum.org for current rate. Includes lunch and dinner.

Breakfast (optional): additional \$30- (five breakfasts, Wed. – Sun.): Full breakfast menu in the dining commons.

Fees cover: 5 nights lodging; lunch and dinner starting with dinner on Tuesday, July 19 through dinner on Saturday, July 23 (see additional, optional fee for breakfast above); and all programming, including main sessions and training tracks.

\$375: **Youth Worker** (adults who are housed in dorms with their own students). Cost increases by date, see buildmomentum.org for current rate. *Fee includes all listed above and the breakfast plan.*

\$205: **Adult Guest:** must be out of high school for one year; (includes lunch and dinner on campus & all Momentum programming; will be responsible for their own breakfast and lodging.

\$250: **Volunteers:** For individuals out of high school one year and older. Includes all meals and lodging in staff dorms (separate from youth group/student housing)

Volunteers are accepted by application and they register for a reduced cost because of their participation with the volunteer responsibilities

Day Guests: see # 17 below.

Discounts:

(a) *New Church discount offered:* see #14 below;

See our Child Policy on buildmomentum.org/forms for eligibility of children and Child Caregivers.

2. WHAT ARE THE PAYMENT DATES?

Students: For students to receive the lowest rate, they need to register and commit to a payment option by March 31st. They can 1.) Choose to pay entire balance at time of registering 2.) Pay minimum deposit amount of \$75 and agree to monthly automatic payment withdraws until final balance is due June 15th or 3.) Pay minimum deposit amount of \$75 and agree to have final remaining balance withdrawn on June 15th.

Youth Workers: Youth worker rate will remain the same until June 15th. After June 15th a \$75 price increase will be incurred. Youth workers have the same payment options as students.

3. HOW DO I REGISTER?

- a. **Online registration:** Register for Momentum 2022 through buildmomentum.org. You will be directed through the registration process, starting with creating a username and password to set up your account.
- b. **If you are the leader of a church that is NEW to Momentum, you must have your church added to our registration system before your students can register.** Please do so by emailing registrar@buildmomentuml.org

4. WHY DOES EACH CHURCH NEED TO DESIGNATE A “LEAD CONTACT” PERSON?

- a. The Momentum Office needs a single source to serve as a communication link between their office and the local church's group attending conference.
- b. A Lead Contact Person is needed regardless of the size of your group.
- c. It is a local church's choice as to how they select an adult to serve in this role.
 - some select their youth pastor or main youth leader who is attending conference
 - others select someone who is not attending conference, but will serve as a communication link; such as someone on their church office staff or a parent of one of the students.
- d. The registrar will give the Lead Contact a special username and password that allows them to view their entire group's registration status. This is helpful in preparing numerous details to attend conference, such as:
 - o balances due on registration fees;
 - o who has or has not registered – to help plan adequate transportation, provide sufficient adults to accompany the group; prepare housing assignments;
 - o applying fundraiser or scholarship fees to individual registration accounts
- e. The Lead Contact will also be responsible to:
 - o provide a credit card number to be held on file for unfortunate, possible incidental charges from the university – such as damage to dorm rooms occupied by your group or lost dorm keys. (see #12 below).
 - o provide emergency cell-phone numbers for your group's main contact staying on campus.
 - o Confirm that all their youth workers have a current background check on file

5. WHEN IS...CHECK-IN? FIRST/LAST NIGHT OF LODGING? FIRST/LAST MEAL? OPENING/CLOSING SESSION?

- Check-in Hours: Tuesday, July 19 from 9 a.m. – 5 p.m.
- First night of lodging is Tuesday, July 19; Last night of lodging is Saturday, July 23
- First meal is dinner on Tuesday, July 19; last meal is dinner on Saturday, July 23 or breakfast on Sunday, July 24 depending on your breakfast meal plan.
- Opening Session is Tuesday evening after dinner. Closing Session is Saturday evening.

6. CAN MY GROUP STAY IN THE DORM THE NIGHT BEFORE CONFERENCE BEGINS?

- a. Yes, as long as you meet the eligibility requirements:
 - register for early housing by July 1 (see "b" below)
 - provide required youth workers to stay in dorms with your students
 - arrive for early arrival check-in hours from 8 p.m. -10 p.m. on Monday, July 18.
- b. Each registration in the group must check the "Early Arrival" box on your registration form.
- c. A \$27/person "Early Arrival Fee" will automatically be added to your account. This covers your lodging for Monday, July 18. You are responsible for breakfast and lunch on Tuesday – either to purchase at the campus dining hall or make other arrangements. (Tuesday dinner is the first meal of conference). Meals need to be paid in advance of arriving on campus. The lead contact for each church will be sent information about how to advance purchase these.
 - o If you would like to purchase meals in the campus dining room prior to the first meal of conference (Tuesday dinner), prices are as follows: Breakfast / \$6 per person, Lunch / \$7 per person,

7. WHAT ABOUT TRANSPORTATION?

- a. Each group is responsible for their own transportation during the week for afternoon options. (See #19 below for sample list of some of the off-campus options)
- b. Limited Momentum transportation, for a nominal fee, will be made available for the Wednesday–Saturday afternoon outreach opportunities. It is best if individual groups are able to provide their own transportation to go on these service outings. (such as local church buses/vans/cars)

8. WHAT ARE THE NEARBY AIRPORTS? WILL GROUND TRANSPORTATION BE AVAILABLE?

- a. Momentum recommends using the Indianapolis International Airport (IND) or Fort Wayne International Airport (FWA) because they are closer to campus.
- b. Momentum will provide an option for ground transportation to and from IND, with costs to be communicated when a group inquires.
- c. The Lead Contact must complete an "Airport Pick-Up Request Form" for their group by June 1st to qualify for the shuttle service Momentum is coordinating. The form can be found at buildmomentum.org/forms-. NOTE: it is encouraged that you review this document BEFORE booking your flight, to know times of the day/evening shuttles are available.
- d. Please note: Momentum ground transportation is scheduled to maximize the number of passengers while minimizing the number of trips to a single airport. After all ground transportation requests are received by the June 1st deadline, the Momentum office will notify each group about approximate pick-up and drop-off times for these shuttles. If these schedules are not acceptable to your group, you may wish to consider booking your own ground transportation service.

9. DO YOU HAVE AUTHORIZATION AND RELEASE FORMS?

- a. Each online registration includes the necessary Authorization and Release Forms. You will be instructed to digitally sign the form online during registration.
- b. Adults are required to indicate on the form that they have read and understand the Momentum guidelines and liability information. The Lead contact will be required to verify that each of their youth workers has a current and complete background check on file.
- c. Students are required to indicate on the form that they have read and understand the Momentum guidelines. Parents/Guardians are also required to sign the form for anyone under the age of 18.
- d. What if I arrive at check-in with a walk in student? A youth worker from your church will be required to sign the form online in place of a student's parent/guardian.

10. HOW MANY ADULT LEADERS IS A CHURCH YOUTH GROUP REQUIRED TO BRING?

- a. Each group is required to have the following ratio of adults registered as "youth workers" for their students: 1 female youth worker for every 1-12 female students; 1 male youth worker for every 1-12 male students. (An additional adult is needed for every 1-12 students above this initial ratio). Note that "youth worker" is defined as an adult staying in the dorm with the students. Adults from the local church who are registered as Momentum Staff, Adult Guest Off Campus, Volunteer, or a Conference Rep do not qualify for this ratio unless they choose to stay in the dorm with their students. Adult Guests or other adults from the local church who stay in nearby hotels or homes do not qualify for the above mentioned ratio requirement.

Note: Individuals wanting to serve as a "youth worker" during Momentum should be at least 21 years of age. If younger than 21, please contact registrar@buildmomentum.org to see if you might still qualify to serve as a "youth worker."

- b. What if my group is unable to provide any Youth Workers to be registered to attend conference?(youth worker is defined as an adult staying in the dorm with the students).
 - Unfortunately, the students will not be able to attend conference. It is required to have an adult youth worker from each church registered to attend conference to shepherd their own students. Not only is this for the purpose of spiritual accountability but also legal liability.
 - **HOWEVER** – there is an option for your church to consider that would allow your students to attend: contact another youth group attending conference and see if they would "adopt" your students for the week. Your students would become part of that group for the week - assigned to the same dorm, accountable/liable to that group's leaders, as well as being shepherded by that group's leaders.
 - If needed, contact momentum@buildmomentum.org for assistance in identifying churches you might consider contacting for this purpose.

11. WHAT WILL OUR ROOMING SITUATION BE?

- a. Indiana Wesleyan provides dorms with suites (two rooms sharing a bathroom).
- b. All dorm rooms will be set-up to accommodate at least two individuals – with a bunk bed. A few dorms have three bunkbeds in rooms. Because of space, some rooms may house an additional student, with the university providing a mattress to be placed on the floor. Everyone is responsible to bring their own linens, pillows, blankets, towels.
- c. The Momentum Housing Team will assign youth groups a block of rooms in a dorm based on their group's total registration numbers. Momentum has the right to block rooms at their discretion.
 - Room blocking will be done to minimize having unoccupied beds while providing rooms that only have individuals from the same youth group.
 - The Momentum Office will send the Lead Contact a housing worksheet, listing the block of rooms assigned to their youth group. The Lead Contact person has the freedom to choose how to assign both their adults and students to the individual rooms. The completed worksheet is only needed to be submitted at check-in. Students and Adults may not be assigned to the same room unless they are son/father or mother/daughter.
- d. Dorm housing assignments are based on the number of registrations received **as of July 1**. Deposits paid after this date will need to be prepared to be added within the previously reserved block of rooms for their youth group as the CDC and IWU liability team allows. If extra beds are not available in the initial block of rooms for your group, there is no guarantee that additional rooms can be added. The university has a limited supply of extra mattresses and bed frames (as well as air mattresses that would need to be placed on the floor) allowing a third person to be lodged in a room. Lead contacts will be notified in advance of arriving on campus of these housing arrangements.

12. WHAT IF MY GROUP HAS INCIDENTAL CHARGES FOR ROOM DAMAGES OR LOST KEYS?

- a. Each group will be required to give Momentum a credit card number to keep on file for any of these possible incidental charges. The Lead Contact for the church will be asked to provide the credit card information on the church contact form provided to them by the registrar.
- b. Lost Key Charges are assessed by the university and passed on to the Momentum registrar, who will charge your credit card number on file. Keys not returned to the campus at the end of the week will incur the following charges: \$45 /key.
- c. Damage costs of the dorm rooms your group occupied will be charged to the credit card. At the start of the week, each occupant is given a “pre-existing room damage” card to fill out (inspecting their room for pre-existing torn window screens, carpet stains, broken furniture, etc.). After Momentum, the university inspects the rooms and any new damages not reported on the form will be the responsibility of the group who occupied the room.
- d. Damages to other campus property by anyone in your group will be charged to the credit card.
- e. It will become the responsibility of each group’s youth leader to decide how individuals in their group reimburse the credit card holder for these charges.

13. WHAT IF ANYONE IN MY GROUP REGISTERS AND THEN NEEDS TO CANCEL?

a. The required minimum payment of \$75 is non-refundable and non-transferable.

b. **Student Refunds:** A full or partial refund [minus deposits (\$75) because they are always nonrefundable] may be given if a student has to miss attending Momentum due to the following situations:

- medical emergency of the student, military call to duty, or a death in the immediate family, defined as parents, siblings, and grandparents. Reasons beyond the three reasons listed above are rarely given and are left to the discretion of the Momentum Finance Committee. (While refunds for family scheduling conflicts or athletic scheduling conflicts are not eligible for refunds, these students may consider “transfer of funds” as listed below).

A request for consideration of a refund of monies paid in excess of the \$75 deposit must be submitted by completing the “Notice of Cancellation Form” on buildmomentum.org/forms by midnight on July 18th prior to the start of Momentum.

- While an e-mail or phone call to the Momentum office or Registrar communicating to indicate a cancellation and/or to inquire about this policy are welcomed, these forms of communication do not qualify as notification, and the Momentum office/Registrar is not accountable for processing the refund request. The individual cancelling is responsible to complete and submit the “Notice of Cancellation” accompanied by proper documentation (as stated on the form) in order to be considered for a refund.

- Refunds are not guaranteed and will be left up to the discretion of the Momentum Finance Committee.

- If a refund is approved, it is payable in the same way the initial payment was received. Credit Card accounts are credited the refund amount; checks are sent to those who paid by check. Refunds are no longer transferable to other Momentum accounts as they had been in previous years.

- No refund of any monies will be issued if participant cancels/leaves after the start date of Momentum (July 19, 2022).

3. **Student Transfer of Fees:**

Transfer of monies (paid in excess of the \$75 deposit since deposits are always non-refundable/non-transferable) may be requested for students canceling who do not qualify for a refund as outlined above. ***The monies to transfer can only be applied to a new student’s registration account or a sibling of the cancelling student.*** “New” is defined as a student who was not registered at the time of filling out the “Notice of Cancellation Form.”

(The new student’s total registration fee will be based on the date of paying the initial \$75 deposit)

4. **Adult Youth Worker Cancellation:** because Momentum values adult youth workers, who often have to take vacation to serve at Momentum, if they need to cancel for any reason, a full refund (including the initial \$75 deposit) will be honored.

14. IS THERE ANY HELP FOR NEW GROUPS ATTENDING MOMENTUM?

- a. Yes. Momentum Offers a “New Church Discount”
 - A “new church” is defined as one that has not had any students attend youth conference in the past three years of having a week long Momentum (2017,2018,2019) . If your church was considered a “New Church” at Momentum on the Road 2021, your group will still qualify for the New Church Discount in 2022.
 - Each student who registers and attends Momentum from a new church will receive a \$25 discount.
 - A new church will receive one free Youth Worker registration for every increment of six students who register and attend Momentum 2022.

16. CAN SOMEONE VISIT FOR ONE OR MORE DAYS OF CONFERENCE? (Day Guests)

a. Yes! There is a Day Guest option to attend Momentum sessions only. This is primarily used for adults (without children who are not allowed in the Momentum main session.) See the Day Guest Policy on buildmomentum.org/forms

17. IS THERE A DRESS CODE?

1. Yes. View the Dress Code under Guidelines on www.buildmomentum.org/forms, as well as other guidelines for areas such as attendance, attitudes, and more.
2. General Philosophy on Rules: We do not make the guidelines a focal point of the week at Momentum. You will not hear us make a major issue of rules from the platform during sessions. Rather, youth leaders will present these guidelines to their youth groups as part of the check in process at Momentum. We expect the guidelines to be followed and enforced by all adults at the conference. All those registering for Momentum have read and signed a statement indicating their willingness to comply. The guidelines are intended to help create a wholesome atmosphere at Momentum and provide some structure for the week.

18. WHAT ACTIVITIES ARE AVAILABLE FOR STUDENTS DURING FREE TIME?

- a. The largest block of time for free time is in the afternoon. Youth groups are free to choose how to use the time (including many of the options listed below). Momentum encourages youth leaders to consider scheduling their group to have different experiences throughout the afternoons of the week, such as:
 - Fun Group Events available on campus,
 - Mission opportunities available to serve people in nearby communities.
 - Organized Sports Tournaments – soccer, basketball, volleyball, dodge-ball, and more
 - Art Electives available on campus
 - Open Play activities
 - Area attractions. No Momentum transportation is available for this option; groups will need to provide their own transportation.

19. QUESTIONS ON MOMENTUM CAMPS (APOLOGETICS AND WORSHIP LEADER)

a. Do I need to register for Momentum Youth Conference too (or before) registering for these camps?

The Camps are an add-on schedule to the 5-day conference. Individuals must be registered for the 5-day conference to be eligible for either camp. If anyone registers for a Camp prior to registering for the Conference, the Camp registration will be placed on a waiting list until a Conference Registration is completed.

What if I register and pay for a Momentum Camp and then want to cancel?

Your registration for Momentum Camps is refundable (all except \$25) until after June 15. After this time, it is a non-refundable registration. Your registration for Momentum Youth Conference follows the Cancellation Policy for Momentum found on buildmomentum.org/forms.

Will I be able to participate with other afternoon events on campus or ministry opportunities off campus if I sign up for a Momentum Camp?

No, because of the overlapping time commitment in the afternoon, students participating with a Momentum Camp won't be able to participate with most afternoon events Wednesday, Thursday, and Friday afternoon. Students in the Worship Leader Camp MAY be able to join the open play options and group games after 3:00 p.m.

Will there be other times the camps meet that will preclude me from things happening as a part of Momentum?

Yes, the Apologetics Camp will also be meeting for training seminars during the Power Track time on Thursday and Friday morning. In addition, the camp will be off campus on Friday from lunch through dinner, returning to campus to attend the closing session. Both lunch and dinner are included in the registration cost. The camp will be visiting and interacting with Purdue University students and leaders of Christian groups on campus.

19. DO YOU HAVE OTHER QUESTIONS?

Forward registration questions to: registrar@buildmomentum.org

Forward general conference questions to: momentum@buildmomentum.org