



# 2018 Target Team Member Service Trip Packet Bogota, Colombia May 11-18, 2018

Interested in joining us? Here's what you need to do next:

- Read about the trip. Make sure you read the information about payment plans and team meetings. If you have questions, contact us at [sara.cleland@gmail.com](mailto:sara.cleland@gmail.com).
- Fill out the application form and return to:  
*Project Hope Ministries  
195 Bradley Street  
Battle Creek, MI 49017*  
It can also be emailed to us at [sara.cleland@gmail.com](mailto:sara.cleland@gmail.com).
- Have your OM fill out the reference form and return.
- Don't forget to include your down-payment of \$300, made payable to Project Hope Ministries.



## **Your Mission Trip Experience**

Project Hope maintains strong relationships with local orphanages and ministries in Bogota, Colombia. Through these relationships groups are given many opportunities to see local ministries, get involved, and work to make a difference in the lives of children and families.

This trip includes a lot of walking and team members should be prepared for long days. It is also important that you are able to adapt to changes in schedules, have patience during long waits (mostly due to transportation), and be constantly willing to work closely with your teammates and your leaders. Team members should also be prepared to eat local food while in Colombia.

A sample itinerary is attached.

## **Trip Requirements**

Requirements for participating in this trip include:

- You must be at least 18 years old. Exceptions are made on a case-by-case basis for children traveling with a parent.
- You must be willing to follow all team rules and respect all in authority.
- You must have a servant's heart and be able to adapt to changes in culture and schedules.

## **Trip Costs**

The cost per person for this trip is \$900 plus airfare. This includes our stay in a guest house, all meals in Colombia (not in the airports), transportation throughout the week, sight-seeing, administrative fees, and activity expenses for our time in Bogota.

Other expenses include a passport, food while traveling to and from Colombia, and any souvenirs purchased. We recommend that team members bring an additional \$100 with them.

The cost is broken down into 3 payments.

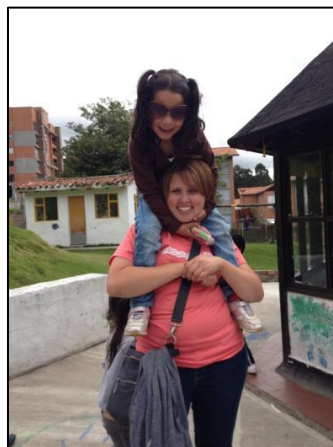
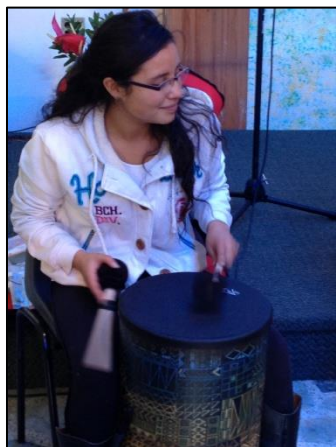
- \$300 is due when signing up for the trip (no later than January 30, 2018)
- \$250 is due February 28, 2018
- \$250 is due by April 30, 2018

## **TEAM TRAINING**

All team members are required to participate in team training. This will be scheduled when we have a complete team. If distance becomes an issue, we may opt for online training or group conference calls. All team members will have input for the date and location of meetings. Although we understand that things come up, these meetings are very important and should be made a high priority.

## Sample Itinerary

- Friday Travel Day
- Saturday This day is set aside for team bonding. We will spend time getting to know the city and touring locations that are significant to the local culture. Dinner will be at a traditional Colombian restaurant.
- Sunday We will spend time in downtown Bogota. During this time we will be passing out blessing bags to the homeless. These bags are filled with food and personal care items. Dinner will be at a traditional Colombian restaurant.
- Monday We will spend the morning at one of the orphanages that Project Hope works with. Our group will have the opportunity to interact with the children through art projects and games.
- Tuesday We will spend the morning at one of the orphanages that Project Hope works with. In the afternoon we will work with a group of children from the Prado Community Center that live in a very poor neighborhood in Bogota. These kids make jewelry to help pay for the cost of school, and we'll be helping them work on some new projects. We will have dinner afterwards with the kids.
- Wednesday We will spend the morning at one of the orphanages that Project Hope works with. In the afternoon you will have time to relax before dinner out.
- Thursday We will spend the day at a government-run child care facility about 30 minutes away. This center cares for children during the day that are in protection due to neglect or truancy. They ensure that the kids are in school, complete their homework daily, and they also provide meals for the children. Dinner will be at the guest house.
- Friday We will spend the morning at one of the orphanages that Project Hope works with. In the afternoon you will get to visit and help out at our Community Center that is housed at the local church. Dinner will be at the guest house.
- Saturday Travel Day





## Short Term Service Trip Application

### General Information

Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_ Phone ( \_\_\_\_\_ ) \_\_\_\_\_

Email \_\_\_\_\_ Occupation \_\_\_\_\_

Are you single or married?     *Single*     *Married*

Do you have any children?     *Yes*     *No*

Please list your interest, hobbies, and skills below (even if they seem unrelated to this trip).

Have you ever traveled outside of the United States?     *Yes*     *No*

Have you ever been on a service trip? If yes, please list where you went, when you traveled, and with what organization.

### Passport Information

Do you have a valid passport?     *Yes*     *No*

If yes, when does it expire? \_\_\_\_\_

Please write full name as it is appears on your passport: \_\_\_\_\_

What is your passport number? \_\_\_\_\_

Please list any food allergies: \_\_\_\_\_

Please list any health problems: \_\_\_\_\_

Do you speak Spanish? \_\_\_\_\_

## Other Information

Specialized ministry skills and talents:

\_\_\_\_\_ Construction

\_\_\_\_\_ Music

\_\_\_\_\_ Organization

\_\_\_\_\_ Art and/or crafting

\_\_\_\_\_ Teaching

\_\_\_\_\_ Balloons, magic, puppetry

\_\_\_\_\_ Other: \_\_\_\_\_

Why do you want to go on this trip?

In your opinion, what are your strengths? (character traits/abilities/skills)

In your opinion, what are your weaknesses? (character traits/abilities/skills)

What do you think will be your biggest challenge on this trip?

What do you think it might mean to be a servant on this particular trip?

Are you willing to raise the fund needed to cover the cost of the trip and meet payment deadlines?  Yes  No

Are you willing to attend all required training sessions and team building events?  Yes  No

While on the trip, do you agree not to use alcohol, tobacco, avoid public displays of affection (married or single), profane language, inappropriate dress deemed disrespectful of the culture you are serving in, and/or critical or complaining attitude or words?  Yes  No

Do you agree to remain with the group at all times and follow the instructions of the leaders?  Yes  No

Please tell us why you are willing to follow the above guidelines even though you might not totally agree with them in every situation:

I understand that it is my responsibility to check with my physician concerning immunizations.  Yes  No

I understand it is my responsibility to check with my health insurance provider regarding out-of-country coverage, and that Project Hope is not responsible for any medical expenses I incur while on this trip.  Yes  No

I understand that if unexpected events happen it is possible that I will have to pay an additional amount to help cover the added expense (such as delayed flights or unexpected travel expenses).  Yes  No

## Emergency Contact Information

Who may we contact in case of an emergency?

Name \_\_\_\_\_

Relationship to Applicant \_\_\_\_\_

Address \_\_\_\_\_

Phone ( \_\_\_\_\_ ) \_\_\_\_\_ Email \_\_\_\_\_

I hereby certify that all statements in this application are true  
and complete to the best of my knowledge.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

# OM Reference Form

Dear OM,

A member of your team is interested in joining a week-long service trip to Bogota, Colombia with Project Hope Ministries. While on the trip, they will be working with young children daily. Please answer the questions below as clearly as possible. If you have any questions, you can contact us directly.

We desire to have mature individuals serving on short-term trips with Project Hope. With this in mind, we ask that you fill out the form on the following applicant and mail it back to Project Hope. All replies will be held in strictest confidence. Because our decision to accept this applicant is based in part on your recommendation, **we ask you to give us as detailed an answer as possible.** The applicant will not be admitted into consideration for this trip until this form is received. Thank you.

Jason & Sara Cleland  
Project Hope Ministries  
195 Bradley Street  
Battle Creek, MI 49017  
(269) 274-1361 (Sara)  
sara.cleland@gmail.com

Applicants Name \_\_\_\_\_

Name of Reference \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_

E-mail \_\_\_\_\_

How long have you known the applicant? Years \_\_\_\_\_ Months \_\_\_\_\_

Rate the applicant in the following areas using the scale below. (1 being the lowest and 5 being the highest.)

Work ethic	1 2 3 4 5	Ability to cope with stress	1 2 3 4 5
Emotional stability	1 2 3 4 5	Punctuality	1 2 3 4 5
Submission to authority	1 2 3 4 5	Ability to work with others	1 2 3 4 5
Ability to follow through	1 2 3 4 5		

If you gave a 3 or below for any area please explain:

(continued on back)



Would you describe the applicant as a good fit to serve on this particular trip? Why or why not?

I can recommend this applicant:

*in the highest regard. They will be an excellent part of this trip!*

*with some slight concern, but they will do a good job.*

*not at all. They are not a good fit for this service opportunity.*

Please tell us why:

Signature \_\_\_\_\_ Date \_\_\_\_\_