



# PROJECT HOPE

ministries



**2025 Mission Trip Packet**  
Bogotá, Colombia

## YOUR MISSION TRIP EXPERIENCE

Project Hope maintains strong relationships with local orphanages and ministries in Bogotá, 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 constantly be 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:

- Unless you are traveling with your church's youth group, 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.
- All team members should have a personal relationship with Jesus Christ.

## TRIP COSTS

The cost per person for 2025 trips is \$580 plus airfare. This includes our stay in a guest house, all meals in Colombia, transportation throughout the week, sight-seeing, administrative fees, and activity expenses for our ministries in Bogotá.

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 2 payments which will be set up once your application has been approved. The full amount is due no later than 1 month before the trip.



## TEAM TRAINING

All team members will receive email updates in the months leading up to the trip. These updates will help you learn about the culture, current news topics in Colombia, and details about the locations we'll be visiting. Team members are asked to read the provided information in preparation for the trip.

## SAMPLE ITINERARY

### **Saturday**

Travel Day

### **Sunday**

This day is set aside for team bonding and training. We'll work together in the morning to learn more about our week and will spend time seeing the city in the afternoon. You'll have a chance to visit local markets as well as see the city from the top of one of the nearby mountains.

**Monday-Thursday** Our days will be spent at the different Community Center locations. The Community Center works with approximately 120 children in 4 different locations. Mission teams will lead activities for the kids and have opportunities to connect with the staff and kids in a meaningful way. Teams will also assist kids with making jewelry which is sold to cover the cost of their education. Depending on current Covid restrictions, the team will also be serving at a local orphanage.

### **Friday**

Travel Day

## INTERESTED IN JOINING US?

### **Here's what you need to do next:**

- Complete the mission trip application (using the attached form or by using the online form) and return it to:

*Project Hope Ministries  
195 Bradley Street  
Battle Creek, MI 49017*

It can also be emailed to [sara@projecthopeministries.org](mailto:sara@projecthopeministries.org). Returning team members only need to fill out the first page of the application along with the emergency contact information.

- Have your pastor fill out the Pastoral Reference form and return it to the address above. (New team members only.)
- Once all paperwork has been received, a \$290 non-refundable deposit will be due to hold your spot.
- Questions? Contact Sara at [sara@projecthopeministries.org](mailto:sara@projecthopeministries.org).



## Short Term Mission 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*

Have you traveled with Project Hope on a previous trip?     Yes     No

*(If yes, you only need to complete this page and the signature page.)*

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 mission 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? \_\_\_\_\_

*(\*It is important that your passport does not expire within 6 months of the trip.)*

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

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

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

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

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

## **Church Affiliation**

Name of local church \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Name of Pastor \_\_\_\_\_

How long have you attended? \_\_\_\_\_

What ministries are you involved in?

Specifically relating to children's ministry, what are your skills and interests?

What do you think it means to be a Christian?

Please share your personal testimony.

**Please initial the statements below as confirmation of your agreement to Project Hope's policies.**

\_\_\_\_\_ On the mission field, I agree not to use alcohol and tobacco, to avoid public displays of affection between sexes (married or single), to not use profane language, to not wear inappropriate clothing deemed disrespectful of the culture I am serving in, and to avoid critical or complaining attitude or words.

\_\_\_\_\_ I agree to remain with the group at all times and follow the instructions of the leaders.

\_\_\_\_\_ I understand that it is my responsibility to check with my physician concerning immunizations.

\_\_\_\_\_ 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.

\_\_\_\_\_ 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).

\_\_\_\_\_ I authorize Project Hope to use any pictures taken during the trip for promotional purposes.

**Who may we contact in case of an emergency?**

Name \_\_\_\_\_

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

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

Email \_\_\_\_\_

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

\_\_\_\_\_

Signature

\_\_\_\_\_

Date

**Next Steps:**

1. After completing this form, mail or email it to Project Hope.
2. Submit the pastoral reference form to your pastor (new team members only).
3. Once your application has been approved, a payment plan will be set up. Please wait to book your flight until all information has been collected and approved by Project Hope. Flights should be scheduled on the first and last day of the mission trip. All flight information will need to be emailed to Project Hope prior to travel.

# Pastoral Reference Form

Dear Pastor,

A member of your congregation is interested in joining a week-long mission 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, committed Christians serving on short-term missions 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@projecthopeministries.org

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	Spiritual maturity	1 2 3 4 5
Ability to work with others	1 2 3 4 5	Prayer Life	1 2 3 4 5
Ability to follow through	1 2 3 4 5	Church Involvement	1 2 3 4 5

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

(continued on back)

Would you trust this person to lead someone to the Lord? YES NO Why or why not?

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 ready for this missions opportunity.*

Please tell us why:

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