



INTERNATIONAL MISSIONS MANUAL

HM hopemissions

www.hopemissiontrips.com

THANK YOU!

Dear Participant,

Thank you for entrusting Hope Missions to lead your international mission trip. We value your confidence in us to provide a safe and mission-focused environment. Enclosed you will find the tools necessary to adequately equip you with general information for your upcoming mission trip. A trip-specific manual will be provided with more information.

Along with this manual, you will find many helpful resources on our website. Learn more at www.hopemissiontrips.com. We look forward to working with you to make an impact for the Gospel of Jesus Christ. Feel free to contact us if you have any additional questions at hopemissiontrips@gmail.com.

In Christ,
The Hope Missions' Team

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ABOUT HOPE MISSIONS

Hope Missions is committed to bringing Hope to the Hopeless through the Gospel of Jesus Christ. Various Projects (Ministry, Construction, Medical, etc.) are used as a platform to accomplish this important task. Each trip is a complete pre-packaged mission experience at an affordable price. Registration costs include: On-Site Programming from Hope Missions' Staff, Meals, Lodging, Evangelism Supplies, (Airfare for International trips), T-Shirt, and Water Bottle.

There are many Missions Organizations that offer pre-packaged trips. So, why use Hope Missions for your next Mission Trip? There are several things that set Hope Missions apart from similar organizations:

AFFORDABLE – Hope Missions offers week-long, pre-packaged mission trips at a very affordable price. This allows churches of all sizes to participate in a mission trip.

PROJECT DIVERSITY – Many mission organizations only offer construction options for participants. Hope Missions offers various project types. Each project is rooted in a local church or ministry.

GOSPEL FOCUSED – The primary goal on all Hope Missions' trips is the proclamation of the Gospel. Hope Missions asks participating churches to conduct a pre-project Evangelism Study. At the trips, participants are encouraged to share the Gospel on their job sites.

NO MINIMUMS – There is no minimum number of participants on National or International trips.

EXPERIENCED LEADERSHIP – All projects are personally led by the Hope Missions' staff. Director, Shawn Doss, and his team have over 10 years experience in leading mission teams in multiple National & International locations.



Hope Missions - P.O. Box 555 - Jasper, AL 35502 - 256.620.1788
Physical Address: 224 Highway 195 - Suite A - Jasper, AL 35503



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www.facebook.com/hopemissiontrips



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www.twitter.com/shawndoss



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FAQ

GENERAL INFO FOR INTERNATIONAL TRIPS

When, Where, and How do I register for a Hope Missions International Trip?

NOW is the time to register your group for an International Trip! Registering for a Hope Missions Trip is very easy. You can register Online by clicking the "Online Registration" tab and filling out the form on the Hope Missions' website. A Non-Refundable deposit is due after sign up to finalize your registration. SUGGESTED payment plans are listed for each project. Contact Hope Missions if you need to set up a different plan than what is offered. Space is limited at each project site. Register today to secure your spot!

Who can participate in a Hope Missions International Trip?

Adults (18 years and older) can participate in any of the Hope Missions International Trips. Students (finished 6th grade and older) can participate in international trips when participating in a group with chaperones. Students under 18 years old that are not part of a group must be accompanied by a parent or guardian. Children under 6th grade can participate (accompanied by a parent) in our international trips to Costa Rica and Panama.

How many Adults should come with Student Groups?

Each church group is required to bring one adult sponsor for every six youth participants of the same gender. Sponsors must be 21 years of age or older.

What are Travel details for International Trips?

Hope Missions International Trips include roundtrip airfare from your closest international airport (when possible). Hope Missions books all airfare and will provide flight itineraries and check-in information to participants. Participants are responsible for transportation to and from the airport and all extra expenses incurred with international travel (baggage fees, food at airport/plane, parking fees, etc.).

What are the Specific Details for each International Trip?

Every trip is different and requires site specific information. This International Missions Manual is available to help with general information about any International Trip (passport, fundraising, etc.). However, a Specific Missions Manual will be provided to all participants 1-2 months prior to every International Trip (ex. June Nicaragua Missions Manual). These manuals contain all of the specific information (flight itinerary, emergency contact info, packing list, schedule, etc.) you will need to make final preparations for the trip.

What will Accommodations be like?

Hope Missions has strategic partnerships with local ministries in all international locations. These International Partners provide Hope Missions' teams with housing, food, transportation, and translators. Hope Missions provides on-site leadership and project planning on all International trips. Housing typically takes place at a Mission House with dorm-style lodging. Where a mission house is not available, lodging takes place in local hotels. Food is typically a mix of local and American-style meals. Transportation is typically via van or bus. Specific information for each location will be in the Missions Manual that participants receive 1-2 months prior to the trip.

What type of Projects will we work on?

Every International Trip is unique and has multiple opportunities for groups to serve. Hope Missions goal is to partner with local churches and ministries. Projects rooted in local ministries will have a longer lasting impact. Evangelism is the primary objective on all Hope Missions' Trips. Every International Trip also has opportunities to work with children. Children's Ministry (Bible Clubs) are great projects for any participant. Additional projects are possible depending on the gifts and talents of participants going on each trip. For example, Medical Missions is a very viable option at most Hope Missions locations provided that there are participants who can conduct the Medical Missions. The same is true for Leadership Training, Construction, Women's Ministry, etc. Hope Missions seeks to maximize the gifts, talents, and desires of groups/individuals who participate in International Trips. Hope Missions will work closely with participating groups/individuals and in-country churches/ministries to plan a ministry schedule that maximizes the efforts of everyone involved. Feel free to call the Hope Missions Office (256.620.1788) to discuss potential opportunities.

Are Passports and Visas required?

Every International location requires a Passport. Some countries also require a Visa to enter. Hope Missions will let you know if your destination will require a Visa and will help you in obtaining Visas.

Are Immunizations required?

Most Hope Missions International locations do not require immunizations. You will be notified if your location will require a specific immunization. Hope Missions recommends that you consult with your personal physician to discuss immunization options.

FINANCIAL INFO FOR INTERNATIONAL TRIPS**What is the Cost and what does it cover?**

Cost for International Trips varies depending on location. Registration fees cover: On-Site Project Coordination from Hope Missions' Staff, Airfare, Meals, Lodging, Evangelism Supplies, T-Shirt, & Water Bottle. A NON-Refundable Deposit is due after sign up to secure your registration. SUGGESTED Payment Plans are listed for every International Trip. Total balances are due at time of Final Payment on each of these plans. Contact Hope Missions if you need to make a different payment plan.

Can I get a refund?

All International deposits are NON-Refundable. Due to the logistics of each trip, refund/transfer of additional payments may or may not be possible. Contact the Hope Missions Office (256.620.1788) for financial policies of a specific trip.

How do we raise the money?

Hope Missions offers very practical advice on raising funds necessary for your International Trip. See the "Fundraising" section of this manual for more details.

BIBLICAL EVANGELISM

The Primary purpose of all Hope Mission Trips is Biblical Evangelism. Missions void of Evangelism is nothing more than Humanitarian Relief work. Therefore, we must share the Gospel with those we serve. Hope Missions is not focused on the number of “decisions” we can attain during a week. Rather, we are passionate about participants knowing and sharing the Gospel in a Biblical way. We trust in the Holy Spirit to save people. Our job is merely to proclaim the Good News. Hope Missions provides participants with Gospel Tracts (example on next page) to distribute throughout the project week.

PRE-PROJECT EVANGELISM TRAINING

Hope Missions strongly encourages ALL participants prepare themselves for the Ultimate Goal of the trip – Evangelism. To do this, we ask groups to use the Basic Training Course from Living Waters Publications. The Basic Training Course is an 8-week DVD course that equips participants to share the Gospel using the Law. Based on the award-winning TV series, “The Way of the Master,” the Basic Training Course is an excellent tool to train believers to simply and confidently share the Gospel using the Ten Commandments. This course is hosted by Ray Comfort and Kirk Cameron. It can be purchased from www.livingwaters.com and many local/online Christian Bookstores. Learn more about WOTM at www.wayofthemaster.com. If your group has already studied through this course, consider doing a refresher course or going through their Intermediate Course. Groups can also choose to use Hope Missions’ KnowTheGospel Curriculum for Evangelism Training. The KTG Curriculum and support resources (tracts, wristbands, etc.) are available online at www.thegospelstore.org.



THE GOSPEL APP

A FREE Resource that will benefit your group will be Hope Missions’ Gospel App. The Gospel App is available for iPhone, Android, and Windows Phone. Many of Hope Missions’ tracts are on the app, along with dozens of audio and video messages designed to help you “know” and “sow” the Gospel. Download the app today at www.thegospelapp.org.



www.thegospelapp.org



Jesus' RESURRECTION
Reconciled Man with God
(Romans 5:8-10)

FINANCIAL TIPS

Finances seem to be the biggest challenge for people wanting to participate in a short-term mission trip. Hope Missions is here to help this process be a little easier and a lot less intimidating. Shawn Doss (Director of Hope Missions) knows first hand the challenges of fundraising. Over the years, he has helped participants raise thousands of dollars for their mission efforts. Below are some of his practical tips to help you raise the necessary funds for your next Hope Missions' trip!

TIP #1: Start Early

The earlier you begin the better. If you know this summer that you want to go on a mission trip next summer, then start saving now. A \$1,895 international mission trip seems like an unreachable goal. However, if you break it up over a year, it's only \$160 per month (about \$5 per day). If you pack a lunch instead of eating out each day, you will pay for your trip with no problem.

TIP #2: Diversify Your Funding

People become overwhelmed when they think about coming up with a large amount of money for a mission trip. Try diversifying your funding to make it more manageable. For years I have been telling potential participants to do the 1/3, 1/3, 1/3 plan. First, plan on paying for 1/3 of your trips cost out of pocket. This gives you a sense of ownership and accountability. You will take more serious something you are personally invested in. Secondly, plan on raising 1/3 of your trip cost through fundraising. This will give you a more manageable amount to focus your fundraising efforts. Finally, plan on raising 1/3 of your trip cost by sending out personal letters to family and friends who will commit to pray for (and hopefully financially partner with) you for your trip. The key to a good letter is to be concise, yet adequately explain the reason for your trip, the goals of your trip, and the importance of their involvement in your trip both prayerfully and financially. Most people who receive your letters will make a minimum donation (\$10-\$25), but some will give much more. If you work hard, you will find that your out of pocket cost will be less than the 1/3 you planned for.

TIP #3: Diversify Your Fundraising Audience

Audience diversity is an important aspect to fundraising. You don't want to keep asking the same people to help you fund your trip. Your church family may be incredibly supportive of your upcoming trip. However, you do not want to take advantage of their generosity by focusing all of your fundraising efforts on them (i.e. – after church meals, love offerings, etc.). You need to look for fundraising opportunities that target a variety of different people (coworkers, family, the general public, etc.)

TIP #4 – Maximize Your Fundraising Potential

When I began fundraising for short-term mission trips, I had no clue how to fundraise efficiently. I spent many long Saturdays washing cars for very little money. I learned that my time was better spent doing fewer fundraisers with higher profits. These types of fundraisers can sometimes come with risks. However, they typically pay off far more than you may anticipate.

For more details, examples of successful fundraisers, and sample support letter - go to the Hope Missions' website - <http://www.hopemissiontrips.com/online-resources/fundraising/>.

DRESS CODE

Participants are on mission at all times: at work sites, at the lodging facility, and during free-day activities. A lot of advance work has been done to create a productive, Christ honoring mission trip. The community will be watching. How we dress is an important part of our witness. Participants should make a special effort to wear clothes that are modest and appropriate for the work to which we have been called. Hope Missions' asks participants to adhere to the following Dress Code:

SLEEVED SHIRTS are to be worn by all participants at all times (no spaghetti straps or midriffs —this includes dresses). You may want to invest in moisture management t-shirts or dress shirts. Collared shirts are preferred for Sunday worship services.

MODEST SHORTS (No Shorter than 5" INSEAM - Basketball Shorts preferred) are acceptable on work sites and at the lodging facility. Short shorts, such as running shorts, are not allowed. If you do not have shorts that meet these requirements, you can wear blue jeans or long pants. You will need to wear pants or dress/skirt for Sunday worship services.

CLOSED TOED SHOES (Tennis Shoes preferred) must be worn at all work sites. Sandals and flip flops are not allowed on any work sites. Sandals and flip flops are acceptable at the lodging facility and Sunday worship services.

NO YOGA PANTS OR SPANDEX allowed at any time under any circumstances.



Dress for the Weather

Most locations are very hot and humid. Dressing comfortably and cool is key. You may want to invest in moisture management clothing to help stay cool. You may also want to consider bringing clothing that you would like to leave behind for the locals.

PASSPORT / VISA INFO

In order to join one of our international mission trip teams, participants must obtain a passport. Additionally, some countries will require a visa to enter. For the latest information on obtaining a passport and/or visa, please visit www.travel.state.gov. This will give you the official government information and should always be used as the most up to date information.

HOW DO I OBTAIN MY PASSPORT?

- Step #1:** Call the Post Office and set up a time for Passport Application Appointment
- Step #2:** Print off a passport application from www.travel.state.gov.
- Step #3:** Fill Out the Passport Application
- Step #4:** Take Passport Photos
 - You will need 2 photos for your passport
 - Passport Photos can be taken at local pharmacies (CVS, Walgreens, etc.) or at some professional studios.
- Step #5:** Obtain Birth Certificate
- Step #6:** Bring (1) completed application, (2) two photos, (3) birth certificate, (4) Drivers License or other valid photo ID, and (5) checkbook or cash to Post Office.

Please remember that most passport applications take four to six weeks to process. You should begin applying for a passport immediately after you have decided to join an international Hope Missions' trip. In some cases, expedited service may be required. Please see specific trip information for passport deadlines.

HOW DO I OBTAIN MY VISA?

The process of obtaining a Visa varies from country to country. Some countries will require a visa to be obtained before entering the country, whereas other countries allow you to purchase your tourist visa at the airport when you arrive. Further information will be given at the beginning of specific trip planning.

WHAT ELSE SHOULD I KNOW ABOUT PASSPORTS?

For travel to most countries, your passport must be valid for up to six months after the date of your return. Please check your current passport to make sure your expiration date is at least six months past your return date of the trip. If it is not, you will need to renew your passport before traveling on an international Hope Missions' trip.

When you receive your passport, you should immediately sign the inside (in designated spot) and make at least one copy. Store the actual passport in a secure spot in your home, and keep one copy of the passport in a separate spot for important paperwork. This way if something does happen to your passport, you have a copy ready. If your team leader requires, be ready to turn in a copy of your passport to him/her.

SAFETY TRAVEL TIPS

In order to insure the safety of all participants going on the trip, the following tips are offered:

- Do not wear clothing with USA or American logos
- Do not wear expensive jewelry
- Avoid carrying a purse (girls) - backpacks are better
- Keep wallets in secure locations; no loose back pockets (guys)
- Do not stare at strangers
- Do not wander away from main group
- Always carry a copy of your passport
- Girls should travel in groups with guys on the team
- Carry your flashlight for night travel
- Always bring your hand sanitizer with you wherever you go
- Avoid any stray animals
- Avoid areas with broken glass or metal
- Always remain with your traveling group
- Do not go to the restroom without a partner
- When purchasing items, do not flash your money
- Keep money in more than one place
- Always bring your water bottle with you wherever you go
- Listen carefully to all instructions prior to departure

STAYING HEALTHY TIPS

Fruits and Vegetables

Contaminated food and drink are common sources for the induction of infection into the body. You should be wary in areas of inadequate sanitation and/or while traveling in underdeveloped countries.

- Avoid salads and raw vegetables*
- Eat only fresh fruit which you can completely peel yourself*
- Eat only well cooked foods which are served hot*
- Avoid “steamed” or lightly cooked foods*
- Avoid raw meats and seafood
- Do not eat food from street vendors

**Unless this is prepared at the missionary compound with safe washing, sanitation and water.*

Water

- Avoid tap water*
- Use only canned/bottled beverages unless approved by the team leader.
- Tea and coffee made with **boiled** water is usually safe
- Wet cans or bottles should be dried before opening
- Do not use ice in beverages unless approved by the team leader
- Avoid fruit juices which are diluted in tap water
- Avoid brushing teeth with tap water

Travelers Diarrhea: Travelers' diarrhea is a syndrome characterized by a two-fold or greater increase in the number and looseness of bowel movements. The symptoms include abdominal cramps, nausea, bloating, urgency, fever and malaise. The episodes usually begin abruptly and may occur during travel or soon after returning home. The average duration of this infection is 3-4 days and is usually self-limiting. Contaminated food and water is the most common source of this infection, therefore, it is important to follow food and water precautions.

Swimming: Pools that contain chlorinated water are usually considered safe for swimming. Do not swim in freshwater streams, canals or lakes in developing countries.

Illness: If travelers become ill after returning home, they should inform their primary care provider of their recent travels. Most diseases will manifest themselves within six weeks after returning from international travel, but some diseases may not cause symptoms for up to 1 year (i.e. Malaria).

Sunscreen & Insect Repellent: Travelers should make sure they constantly apply appropriate sunscreen to all areas of exposed skin. Insect repellent should be used often, especially when outdoors at dawn and dusk. The higher percentage of DEET in your insect repellent, the more powerful it will be to repel mosquitos and other insects.

Source: Health Information for International Travel, 2010, Published by: U.S. Department of Health and Human Services, Public Health Services, Centers for Disease Control

DAILY PACKING TIPS

Each night, the group will gathered together for a time of spiritual edification. Prior to beginning the devotional, the trip director will explain upcoming activities and go through the next day's itinerary. Participants should pay close attention to this information to help them choose the appropriate items to pack for the next day.

In general, participants should ALWAYS pack the following items in their backpack everyday during the mission trip:

- o Water Bottle (write your name on your bottle in permanent marker)
- o Bible
- o Language Dictionary
- o Small Snack for Day
- o Copy of Passport
- o Copy of Travel Insurance Card
- o Hand Sanitizer
- o Trip Specific Information Manual
- o Ministry Supplies
- o Gospel Tracts
- o Change of Clothes (when needed)

LIFE ON THE TRIP

Spiritual Edification

In addition to the spontaneous Spirit led activities that occur (prayer time, spiritual discussions, singing on the bus, etc.), set times for spiritual growth are established each day.

- Participants will have a personal morning quiet time
- Team will spend time praying in bus prior to every departure
- Participants will end day with a devotional and time of worship and prayer.

Sleeping Arrangements

Participants will be split into separate areas based upon their sex. Room assignments will be given by the Trip Director if needed.

Eating & Drinking Policies

Participants must remember that part of the mission trip will include experiencing the culture. All meals will be prepared at the mission house, however some meals may be served with an ethnic style or recipe. As such, participants are asked to do the following:

- Try all Meals (whatever is placed before you, please at least try a little bit)
- Do not waste food.
- While it is often difficult to eat in the heat, participants must remember to eat and drink regularly.
- Unless instructed otherwise, participants are not to consume any ice, fresh vegetables or food outside of the mission house.

Communication

Some international mission trips will have limited Internet access. Participants will have an opportunity to call or email upon safe arrival into the country to let family and church know back home. Phone service may also be limited. Consult with your personal cell phone provider for international plans and limitations to avoid unwanted fees.