

The logo for African Vision of Hope, featuring the text "AFRICAN VISION of HOPE" in a serif font, with a small sun icon to the right of the word "of".

AFRICAN  
VISION of  
HOPE

# Mission Trips to Zambia



Ending Extreme Poverty, One Child at a Time

REVISED 7-16-19



# Mission Packet

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Your \$500 non-refundable fee is due with your application.

*\*Total Cost is dependent upon the season and length of stay*

*\*\*All Monies received by our office for your mission trip is non-refundable*

## **Total cost includes:**

- Lodging, Meals\*, Activity supplies, and Transportation while on the ground in Zambia
  - \*Meals are on your own in airports, on airlines and while in transportation in Zambia.
- International Mission Trip Insurance
- African Vision of Hope T-shirt
- One-night stay at a hotel in D.C. and transport of luggage back and forth to the airport. (Using ETHIOPIAN AIRLINE ITINERARY ONLY)

## **Total cost DOES NOT include:**

- Costs as a result of flight delays or layovers
- Hotel accommodations in case of missed flights
- Snacks
- VISA purchase in Zambia (estimated cost \$50.00)
  - *bring a newer \$50 bill for this*
- Airport food and hotel food
- Souvenirs
  - *You must send US money to our office so we can wire money ahead for you converted to Kwacha*
- Long distance phone calls
- Passport
- Immunizations

**Payment Schedule:** (Based on average cost/psn of \$3,550 and subject to change per trip)

*\*Payments can be paid all at once or in 5 scheduled payments*

*\*\*All Monies received by our office for your mission trip is non-refundable*

*\*\*\*Exact Dates will be given at the time of booking*

- 1<sup>st</sup> Payment = \$500 Non-Refundable Fee (Due with Application & Required Forms)
- 2<sup>nd</sup> Payment = \$500 (Due 4 Months before the trip date)
- 3<sup>rd</sup> Payment = \$750 (Due 3 Months before the trip date)
- 4<sup>th</sup> Payment = \$1,200 (Due 2 Months before the trip date)
- Last Payment = \$600 + your spending money (Due 1 Month before the trip date)

Please refer to page 29 & 30 for additional cost information.



# GOD'S WORK, OUR HANDS... MISSION TRIP OPPORTUNITIES

## WINTER

Start out the year with a fresh beginning to your commitment to serve God and making it all about Kingdom work. Join us on a trip to Zambia and jump start your year by helping the least of these. Contact our U.S. office for more information.

## SPRING

This trip is common for leaders and visionaries. Come and see how the schools operate and engage in many of our ministries first-hand. Meet the Zambian leaders and learn their day-to-day responsibilities. Contact our U.S. office for more information.

## SUMMER

Summer time is a popular time for mission trips. Our summer trip is no different. Join others on a truly life changing experience serving in a third world country. Contact our U.S. office for more information.

*Most mission trips are 14 days, with 10 days on the ground in Zambia*

**NOTE: MISSION TRIP DATES VARY EACH SEASON. PLEASE CHECK OUR WEBSITE OR CALL THE OFFICE FOR MORE INFO**



**Dear Friend of African Vision of Hope,**

Thank you for taking a huge step in a truly life changing experience! This trip promises to show God at work in your world.

Keeping yourself vulnerable and open to crossing the borders and entering into a territory of cultural and economic poverty changes your heart and your perspective on your world. It is pure and undefiled religion to visit orphans and widows in their affliction (James 1:27).

We are on a mission to end extreme poverty in Zambia one child at a time through education and to experience the knowledge of Jesus Christ for He is the way, the truth and the life.

I know you will come home from this trip with a passion and a desire to help the widows and orphans of Zambia! Use this packet as your guide to becoming an advocate for the orphans and widows that Christ promised would be with us always.

I look forward to serving with you!

Judi Bertels

A handwritten signature in cursive script that reads "Judi Bertels".

President/CEO



A background image showing a group of children in a field, some wearing blue uniforms, running or playing. The image is slightly blurred and has a warm, golden-hour lighting.

## WHERE TO BEGIN

- WHO WE ARE?
- WHY WE GO?
- WHAT'S THEIR STORY?
- WHY EDUCATION?
- WHY JESUS CHRIST?

## WHERE YOU ARE GOING

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- FOOD
- LODGING
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- BEHAVIOR PROTOCOL
- LANGUAGE HELP
- PREPARING YOUR HEART
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- MISSION TRIP AGREEMENT & APPLICATION FORM
- PHOTOGRAPHY & VIDEO/PHOTO RELEASE FORMS
- LIABILITY & MEDICAL FORM
- VISITING SPONSORED CHILDREN FORM
- INTIMACY RULES AGREEMENT FORM





Let us not become weary in  
doing good, for at the proper  
time we will reap a harvest  
if we do not give up.  
— Galatians 6:9

## WHO ARE WE?

African Vision of Hope is a Christian organization committed to bringing immediate and lasting solutions to children and families living in extreme poverty. We confront the root causes of poverty by providing opportunities to be educated, grow up healthy, develop leadership and economic skills and learn about God's love.

African Vision of Hope's Zambian family of widows and orphans grew out of obedience to Christ and the compassion to help one child. We will listen and respond, speaking up for the vulnerable, the weak and those who have no voice. Compassion moves us to action through our finances, our hands and our heart. It is the very heart of Christ and we seek to align our actions with our purpose and beliefs.

We are servant leaders and partners with the poor, our donors, staff and volunteers in this ministry. We suffer alongside of those we serve and work to give them an active voice and provide listening ears so they are active partners in solving problems. We value and respect the dignity and culture of these relationships as we work towards a common goal.

People matter to God and they matter to us. We believe children are a heritage and a blessing from God. We believe that each child should have a family and be encouraged and loved.

## WHY GO?

There are those that send and those that go. Your choice to go is a good one!

African Vision of Hope's ministry includes giving of our resources to poor but it goes much deeper than that. It is about loving them. It is about serving them where they are.

We have developed opportunities for you build relationships with hungry people and to work with our indigenous staff on the ground.

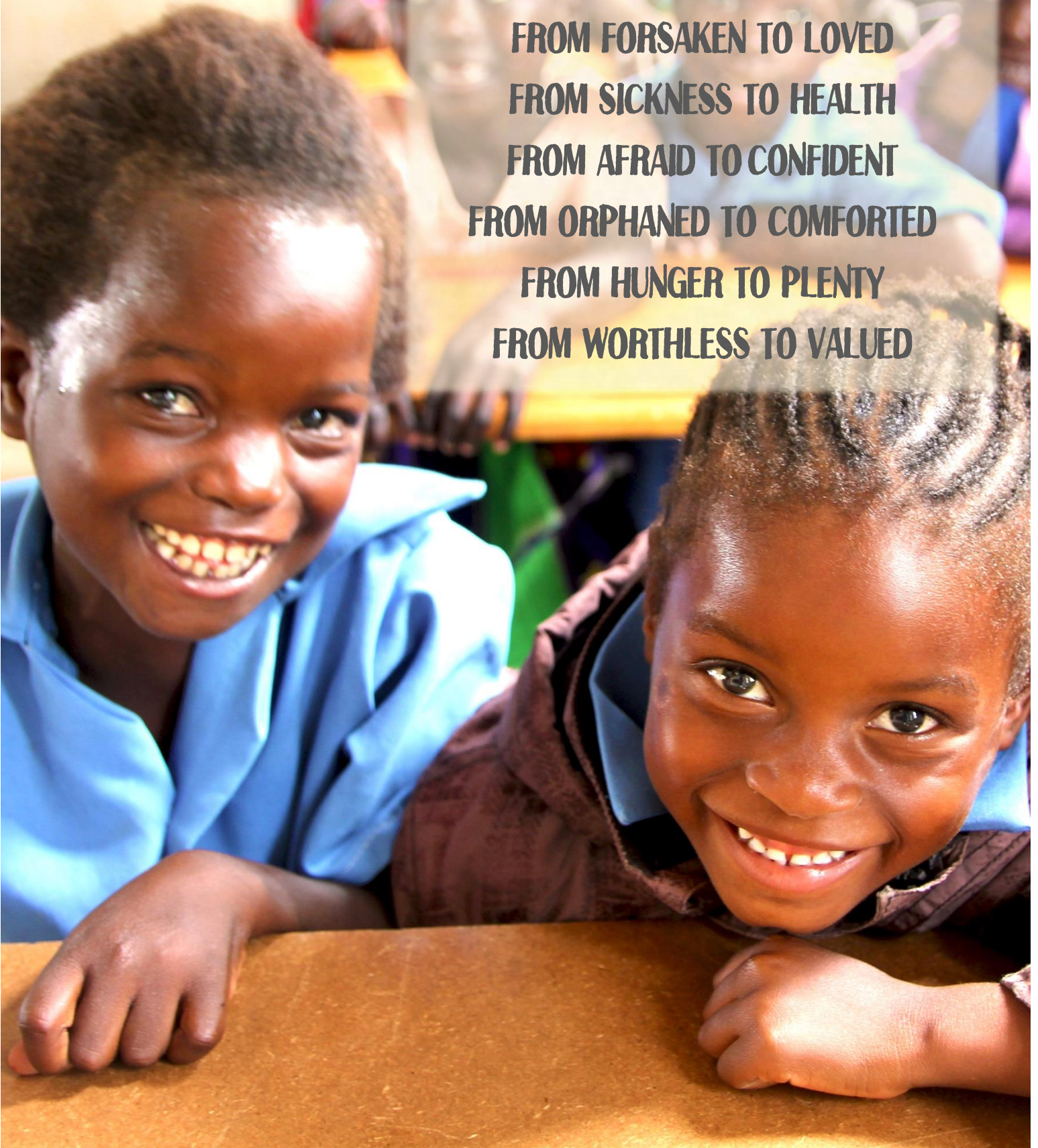
Through the network of our schools you will have opportunities to teach, to provide medical care, to mentor, to love and to be loved like you never thought you could. As it is written in James, we are to visit the widows and orphans in their affliction. You will have opportunity to visit their communities and their homes. It is also written in James to keep ourselves from becoming defiled by the world. This trip will bring you home with a new perspective on how you live here in the U.S.

When you allow God to challenge you to be uncomfortable and trust in Him you will find that He makes a way and will direct your steps. We pray you come home transformed and ready to be agents of change and representatives of those that you met and fell in love with.



## THEIR STORY

FROM DESPAIR TO HOPE  
FROM FORSAKEN TO LOVED  
FROM SICKNESS TO HEALTH  
FROM AFRAID TO CONFIDENT  
FROM ORPHANED TO COMFORTED  
FROM HUNGER TO PLENTY  
FROM WORTHLESS TO VALUED





## WHAT'S THEIR STORY?

When you return from your trip to Zambia you will be asked to tell all about what you experienced. Tell the story! Tell of your experience but go further than that and tell the story of the people you met. Be their voice.

### YOUR EXPERIENCE:

- How did it begin and what did God do to prepare you to go?
- Where did you go? What did you see? Who did you see? What was it like?
- How has your life been changed?

### THEIR STORY:

- What was the life experience of one person that you met? What is their name? Where do they live? How do they live? What do they do? What is their life like?
- What does education mean to children in Zambia?
- How does African Vision of Hope help the orphans and widows?

### WHAT IS NEXT?

- Now that you are home, what will you do to stay connected?
- What will you do to help the people you met?

## WHY EDUCATION?

Education is the key to opening up a new future for the children in Zambia. Without an education they are stuck in the cycle of poverty.

African Vision of Hope is having an impact on education by eliminating many of the barriers our students once encountered.

- Training teachers maximizes their ability to help children learn.
- The nutrition program feeds the children who might not otherwise have a meal every day.
- Financial sponsorship has allowed students to have the necessary supplies for school.
- Wells with clean water have saved hours of walking time to get the family's daily supply of water.
- Safe drinking water, sanitation, and hygiene practice have warded off disease.



- Health clinics provide vitamins and other basic medical needs to keep children and mothers healthy.
- Scholarships for formal education allows students to obtain a college degree
- Including HIV/AIDS curriculum as part of the African Vision of Hope educational system in Africa helps slow the spread of infection

## WHY JESUS CHRIST?

### Spiritual Mentoring is Part of Everything We Do

*Train up a child in the way he should go; even when he is old he will not depart from it. Proverbs 22:6*

We follow Christ's example by serving alongside the poor, and our faith in Him is core to who we are. This commitment drives our programs, staff, and leadership.

We believe each child is uniquely designed by God. Through our actions and conduct, we demonstrate the unconditional love of God to the children and communities where we work. We partner with churches, equipping them with training so they can meet the physical and spiritual needs of their communities.

We serve all people regardless of religion, race, ethnicity, or gender.





# WEATHER

## IN ZAMBIA, THERE ARE TWO MAIN SEASONS

### RAINY SEASON (NOVEMBER TO APRIL)

- Warm
- Rainy

### DRY SEASON (MAY/JUNE TO OCTOBER/NOVEMBER)

- Winter (May/June to August)
  - Cool and dry
  - Morning and evenings are cool (50's-60's)
  - Daytime (70's-80's)
  - You will need a heavy sweatshirt or light jacket. Sweatpants and t-shirts are best for sleeping.
- Summer (September to October/November)
  - Hot and dry
  - Women ~ NO shorts or any clothing above the knees, including at the hostel. You can wear skirts, dresses or capris.

Average monthly temperatures remain above 20 °C (68 °F) over most of the country for eight or more months of the year

# FOOD

Expect to eat plenty of Nshima (SHEE-muh), beans, cabbage and vegetables, and chicken. Nshima is made from white maize flour. Be prepared to help with the meal, including catching the chicken!

**\* IF YOU HAVE DIET RESTRICTIONS PLEASE LET US OR YOUR GROUP LEADER KNOW.**

# LODGING

Teams will stay at the Baptist Seminary located on Twin Palm Road in Lusaka Zambia.



# CULTURE

The time spent in Zambia is primarily about building relationships. With that said it is very important to understand their culture and to be sensitive to it. Zambians are laid back and will spend a lot of quality time with you.

- Students/children may not look you in the eye when you speak to them. This is their culture. They are treating you with respect when they do this.
- Women dress modestly and have a quiet strength about them. A Zambian man may not greet a foreign woman with a hug or handshake unless the woman shows permission to do so.
- Men are leaders. They develop their leadership status by what they do and how well they eat. Zambia is a male-dominated culture. Respect their ways whether you agree or not. Women should dress modestly and men should watch their body language as not to show dominance or authority.
- Zambians in general are very polite and proper. Watch how you speak so that you don't convey aggression or arrogance. Body language communicates more than we realize - seek to communicate what is in your heart with your face and your actions.

*At all times, modesty must be observed. In many cultures around the world the concept of "modesty" is much more modest than the typical American conception of it. Failure to recognize such cultural differences jeopardizes ministry effectiveness and team focus. Trip participants must not conduct themselves nor dress in any way that calls ungodly attention to self and distracts from ministry goals. It is necessary to pack accordingly.*

Zambia is a landlocked country in south central Africa. It has a population of about 13 million with 1.3 million orphaned children. It is bordered by Angola, Zaire, Tanzania, Malawi, Mozambique, Zimbabwe, Botswana and Namibia. Zambia has more than 70 different tribes that all have a different dialect and different cultural and spiritual traditions. Many of the rural areas still retain their indigenous and traditional customs and values.

Zambia's currency is the kwacha. The staple food of Zambia is nshima which is made with white corn meal. Most Zambians eat this at every meal and for many that is their meal. They usually eat with their right hand. The nshima may be served with cabbage, beans or soy and lots of salt. Zambians drink tea several times a day, and it is similar to a chi tea with lots of sugar.

Witchcraft, Wizards, voodoo and black magic are an everyday part of life in Zambia. Many times it is intermingled with Christianity. Africans take this very seriously as they know that the battle is against evil and not flesh and blood.





# EMERGENCY CONTACT & ZAMBIAN STAFF

Your trip coordinator is the emergency contact person while you are in Zambia. Those in the States can call this person if they must get a hold of you while in-country.

For an in-country emergency, our Zambian staff will contact your coordinator, who will get in touch with your family.

## **AFRICAN VISION OF HOPE U.S. CONTACT INFORMATION:**

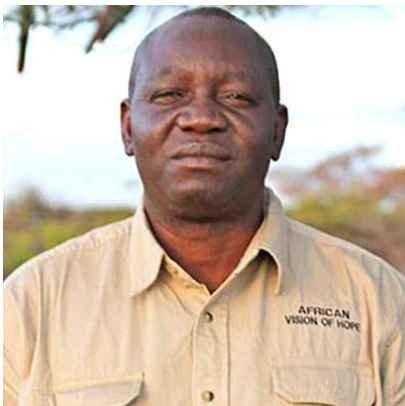
Judi Bertels - [judi@africanvisionofhope.org](mailto:judi@africanvisionofhope.org) 618-531-7365

Ward McMillen - [ward@africanvisionofhope.org](mailto:ward@africanvisionofhope.org) 417-719-8405

Leah Ross: - [leah.ross@africanvisionofhope.org](mailto:leah.ross@africanvisionofhope.org) 618-288-7695

### **KENNEDY HAKOBWA**

*Program Director*



### **LAWRENCE MWANZA**

*Education Secretary*



### **MISHECK MUMBA**

*Child Sponsorship Assistant*



# TRAVEL DETAILS

## BEFORE YOU DEPART

- Concerning vaccinations, please check with your family doctor. We do not require any, but the Centers for Disease Control (CDC) recommends that certain vaccinations be up to date.
- Check with your doctor for any medications/medical supplies you may need for yourself such as: EpiPen for allergies, Inhalers/medications for asthma, Diabetic supplies, or any other medicines/supplies not found in a common first aid kit.
- African Vision of Hope purchases International Mission Trip Insurance for trip participants through Mission Safe.
- Make sure your passport has at least 6 months left on the expiration date from the date you will be departing Zambia

## BEFORE THE AIRPORT

- Check-in for your flight 24 hours before departure by going to your airline's website in order to confirm your seat.
- Verify the check-in-baggage size and weight restrictions and any fees on your airline's website.

## AT THE AIRPORT

- Arrive at the airport at least 2.5 hours before your flight. If you arrive later, you could miss your flight or lose your seat on the plane.
- Wear your African Vision of Hope t-shirt so that staff and your team will recognize you.
- Check your luggage and go through security. Then proceed to the gate to meet your team. Be at the gate 1 hour before your flight departs because you may have to verify your passport at the counter.
- Contact your trip coordinator if you are flying through another city and have questions.

## ON THE PLANE

- Complete the customs declaration form and keep your passport handy. Mark "tourism" as the reason for your trip to the country.
- When asked for the address where you will be staying, write:
  - AFRICAN VISION OF HOPE
  - TWIN PALM ROAD, LUSAKA, ZAMBIA
- If asked if you have prescription drugs, the question refers to prescription drugs for a medical ministry team, not personal medications.
- If asked what you brought in your luggage, say "My Personal Belongings"



## ARRIVING IN ZAMBIA

- Upon arrival at Lusaka International Airport, you will go through customs, where you will have your passport stamped and pay a \$50 entrance fee. Set aside a \$50 bill before you leave and present only this amount.
- Put your completed declarations form and \$50 inside your passport and hand it to the customs officer.
- Next, you will be met outside the airport by one of our staff. Then you will be driven the few hours to the team house where you will meet other field staff who will care for you the rest of the trip.
- The US dollar is not used in Zambia and you will need to exchange money before your trip if you plan to buy anything there.

## GIFTS & DONATIONS

- While it feels instinctual to want to give material things to those with such great need, it can be very damaging if handled incorrectly. Also, giving any individual gifts can hurt feelings, damage relationships, and put you in an uncomfortable situation.
- All gifts and donations must be processed through our corporate office. **DO NOT DELIVER ANY PERSONAL GIFTS OR DONATIONS THAT HAVE NOT BEEN PROCESSED THROUGH OUR CORPORATE OFFICE.** Children's lives can be endangered.

## PACKING LIST

### Important Things To Consider Before Packing:

- Everyone is allowed two 50# suitcases, a personal item, and a carry-on. The personal item **cannot** be a book bag but can be a large laptop case or a large purse. The carryon luggage must be 25 pounds or less. We suggest putting your book bag in your luggage and taking a small carryon luggage and a large purse or some kind of business looking brief case.
  - Put important personal items in your carry on such as:
    - Any electronics and cameras
    - Medication
    - A complete change of clothes
    - Bible and pens
    - Anything you might need for the first 24-48 hours
    - Leak proof water bottle
- Luggage Ribbons - We suggest that you or your group tie matching ribbons (large enough to spot 15 feet away) on each piece of luggage. This will assist with the identification of your luggage if and when we have to retrieve pieces from the airport.

- Make copies of your important documents (passport, tickets, etc.) and keep in your checked luggage. You may also give copies to family members in case of emergency.
- Use small bottles to pack toiletries. Take travel size of toothpaste and have other items in small containers.
- No clothing with peace signs, ghosts, witches or skulls.
- Make sure you have plastic flip-flops for the bathroom and shower.
- Have comfortable shoes that are good for lots of walking.
- WOMEN - Do not wear clothing above the knees - shorts, skirts or dresses!

## Packing List

- ☐ Address list and list of important contacts and phone numbers
- ☐ Passport
- ☐ Tickets and flight itinerary
- ☐ Malaria pills (optional)
- ☐ Insect repellent and hand sanitizer/wipes
- ☐ Money (we will wire money ahead of time for the trip)
- ☐ Bible
- ☐ Notebooks, paper, Pens, pencils
- ☐ Permanent markers (must have) for marking water bottles
- ☐ Hat or visor
- ☐ Water bottle with your name on it
- ☐ Sunscreen (important)
- ☐ Chap Stick (very important because it is very windy and dry)
- ☐ Towels and wash clothes
- ☐ Camera (Please see photo release statement)
- ☐ Jacket or Sweatshirt (May - August)
- ☐ Trash bags (trash/dirty clothes - there are no trash cans)
- ☐ Zip lock bags (you will need these)
- ☐ Tissues
- ☐ Clock or watch
- ☐ Hand sanitizer or wipes (wipes are best, women need wipes for airports and daily travel as most times there is no TP).
- ☐ Flashlight and batteries, extra batteries for anything you have
- ☐ Converter (if you need to charge cameras or phone)
- ☐ Plastic forks and spoons (to be carried on you, unless you prefer your hands)
- ☐ Protein or snack bars (important)
- ☐ Individual single drink mix packets to add to water
- ☐ Breakfast food (oatmeal works great)
- ☐ Your medications, antibiotics, anti-diarrhea medicine
- ☐ Soap, shampoo or whatever toiletries you may need







# SECURITY & SAFETY STATEMENT

We know there are inherent risks associated with travel outside the U.S. These risks include everything from what we eat or drink, vehicular safety, natural disasters, theft or robbery, organized crime, social unrest, government conflict, and more. We do everything we can to make the trip experience impactful, but also to do all we can reasonably do to keep each participant safe. Although the inherent nature of travel to a foreign country makes it impossible to guarantee anyone's safety, know that mitigating risk is our top priority.

We are in constant contact with our team on the ground in Zambia and we monitor trusted websites that track security threats related to travel within Zambia. Our in-country staff, who work every day in the areas where you will visit, keep us apprised of any concerns related to specific areas of operation.

In the event that these risks become too high, AVOH will cancel or postpone a trip to protect the safety of our volunteers and the safety of our in-country staff.

While you are on your trip, you will find we have behavior protocols in place to enhance security. Although some of these may feel restrictive, they are necessary to reduce the inherent risk of travel in the specific country you will be visiting. As always, our intent is to provide a great trip experience for each of you. Please familiarize yourself with these protocols before you leave for your trip.

## MEDICAL INSURANCE INFORMATION

We will purchase international missionary insurance that covers emergency medical situations. This will be for evacuation in case you would need to be brought back to the United States.

If you wear contact lenses you will need to provide your own supplies to care for them. We recommend bringing extra lenses and saline salutation as well as your eye glasses.



# BEHAVIOR PROTOCOL

The following general security behavior protocols are in place to reduce risk to you or your group while you are traveling to African Vision of Hope in Zambia.

## **1. NEVER GO OFF THE FACILITY WITHOUT A STAFF ESCORT.**

“Facilities” include where you are staying overnight, the schools and transportation provided. Therefore:

- Do not leave your compound/school.
- Do not go jogging.
- Always travel as a group.
- Do not walk around the selected community by yourself.
- Do not leave the transport vehicle without staff escort.
- Do not linger near groups of people (political demonstrations, etc.)

Violating these protocols puts you, the team, and our staff at additional risk.

## **2. DO NOT BE CONSPICUOUS WITH YOUR PROPERTY.**

Any display of foreign wealth (which may be just a few dollars or even costume jewelry) presents a target for crime. Therefore:

- Do not wear jewelry.
- Do not carry large amounts of cash.
- Do not make cash visible.
- Do not display electronic hand-held devices such as cell phones and tablets.
- Do not leave valuables unattended.
- Keep your passports secure.

If you are confronted by a threatening person or group demanding money or valuable, do not resist. Things can be replaced, and we will assist with obtaining another passport. Your personal safety is our top concern.

## **3. DO NOT ENGAGE IN HIGH RISK ACTIVITIES.**

Some activities are inherently risky for injury even in your own country. Traveling in a foreign country is not the time to take on these additional risks. Injury to self requires medical care in unknown facilities and unpredictable medical care. Moreover, an injury to an individual trip member will jeopardize the work of the entire group.

## **4. UNDERSTAND CULTURAL DIFFERENCES.**

Although our culture may be very open to certain practices and behaviors, in the areas where we work those same practices can be afflicted with gang culture. In areas where gang activities and social unrest influence our work, African Vision of Hope staff and volunteers are often accepted by controlling powers because we have identified ourselves as Christians with a particular purpose that benefits families and communities, including their own. However, in these cultures, Christians are often identified by not smoking, not consuming alcohol, and not marking their bodies.

Therefore, do not consume alcohol, do not smoke, and please cover tattoos.

Some of these behaviors may indicate that you are not part of the specifically accepted group, undermining the standing our staff has in the community and potentially subjecting you to gang or political activity.

## **5. AVOID PERSONAL INTERACTIONS WITHOUT PROPER INSTRUCTIONS.**

Local church and community leaders understand the social contexts of their environment. They have invited African Vision of Hope's national staff, who are in-turn hosting North American visitors. They value the cross-cultural interaction with our volunteers and are eager to introduce us to the community members involved in our shared work. However, our presence often causes curiosity among others not associated with the ministry. Therefore:

- Do not initiate social contact with people (especially young males) who may hang around the edges of the school
  - These may be "spotters" who are keeping an eye on the behavior of our group.
- Always work through your in-country host to interpret unexpected interactions.
- Ask in-country staff hosts to initiate any desired introductions.

We always want to show respect. Verbal witnessing to people with whom you have not been introduced is best handled by our in-country staff and local church leaders who have the time to build trust relationships. Your direct interaction, while well intentioned, may be misinterpreted and put you or the group at risk.

If you sponsor a child through African Vision of Hope you must sign the Guidelines for Visiting Sponsored Children (see Important Forms section of this packet) and adhere to the protocols listed there. It is vital that these protocols are followed for the safety of the children and their families. Well-meaning visits and gifts from you can endanger the life of a child. You will not be allowed to visit the children in their homes and you must always have an African Vision of Hope staff member with you.

Only build relationships in the context of your entire team! See the Intimacy Rules Agreement in the Important Forms section of this packet.

## **6. PHOTOGRAPHY, OTHER THAN PERSONAL USE, IS PROHIBITED.**

Any and all photographs and/or videotape that you make may only be for personal use. You must have written permission from African Vision of Hope to use photographs and/or videotape of any and all African Vision of Hope owned, leased or occupied properties, any and all individuals on such properties, and any and all individuals otherwise associated with African Vision of Hope for commercial broadcasting, advertising, marketing or publishing in any medium.

- Commercial use of images is prohibited; including but not limited to: retail items or materials intended for sale (books, calendars, postcards, place-mats, screen-savers, personal or commercial letterhead, promotional materials, and copies/use of the image itself), packaging or promotion of products intended for sale, and advertising materials and/or campaigns in any medium intended to generate funds for individual or entity other than African Vision of Hope.



# LANGUAGE HELP (ZAMBIA WORDS)

English – Chizungu

Mazunga – one white person

Muli nabana bangati – How many children

Ndiwe ndani – what is your name

Zingati – how much

Wadula – too much

Niza bwela - I am coming    mange mange – soon

Emelela – stand up

Chawama – wonderful

Muzanga – friend

Zikomo – Thank You

When greeting anyone in Zambia there is the traditional handshake and a traditional hug. The handshake is with the right hand as the left hand is considered unclean for several reasons.

It is impolite to start a conversation without first asking how someone is doing and how their family is doing.

Zambians will not understand many of the things you say as our language is slang. Think about all the things you say that are idioms, “I have a frog in my throat”, “get your ducks in a row”, “sick as a dog”, “rub someone the wrong way”, “out of the blue” and so on and so on. They will take everything you say literally. So speak slowly, think before you talk and change how you will say things. They use the Kings English so it is very proper.

# PREPARING YOUR HEART & ENGAGING

“Then Joshua said to the people, ‘Consecrate yourselves, for tomorrow the Lord will do wonders among you.’” Joshua 3:5

Here are a few things to think about and do as you prepare for the summer! Our vision is for your time in Zambia to share hope and **ENGAGE**.

1. Engage with the Lord
2. Engage with your team
3. Engage with a new culture
4. Engage with the Gospel message
5. Engage with your local church
6. Engage before you go again

## Engaging With the Lord

Spend regular time with the Lord in His Word and in prayer. If this isn't a daily habit for you now, we encourage you to make it one! Our biggest goal for this trip is to glorify God in our personal devotion to him and in our public obedience to His call to make disciples of all nations. This is not a vacation, or a trip to sight see.

There are quite a few books you can read before the trip to help you prepare. Here are a few that we recommend:

1. *Kisses from Katie* by Katie Davis
2. *Radical* by David Platt
3. *The Boy who Harnessed the Wind* by William Kamkwamba
4. *Too Small to Ignore* by Wes Stafford
5. *Unfinished* by Richard Sterns
6. *Walking with the Poor* by Bryant Myers
7. *The Garden of the Burning Sand* by Crobin Addison
8. *28: Stories of AIDS in Africa* by Stephanie Nolen
9. *Both Feet In* by Bud Fray

## Engaging With the Team

Recognize that you play a significant role in this trip. You bring certain strengths and weaknesses to the team. You will take the step of faith to know yourself well, bring your



whole self to the trip, and commit to the good of this team. Ask someone who knows you well to give you input into the key strengths and weaknesses of how you relate to a team.

Commit to getting to know the team during meetings or outside of them. Once you are in Zambia you will all grow closer (Sometimes too close, ha!) but it is helpful to form relationships and bonds before you leave.

### **Engaging With a New Culture**

An important part of missions is how we reveal Christ by how we engage with another culture. Some things in Zambia will comfort you, while others will surprise you, disgust you, challenge you, or make you laugh. We will do our best to prepare you for the most jolting culture shocks, but it is also your responsibility to prepare your own heart for engaging with a new culture.

Pray for Zambia. Allow God to fill your heart with His love and compassion for this place.

### **Engage With Your Local Church**

Tell your home church about AVOH and this trip. We can use all the prayer and support we can get. It is important for churches to train up disciples who are reaching out, see if your church provides financial support for those going on mission trips. There are many opportunities within the church to share your call to missions and what AVOH does.

Many of our teams in the past have represented 20 or more different churches from all over the area and country. African Vision of Hope is a Christian organization and we are not affiliated with any certain denominations. We welcome all who are called on this trip and who are willing to give their time and love to the people of Zambia.

### **Engage Before You Go Again**

**Share, pray, and give before you go again.** After a trip, invite friends & family over for a night of sharing about your time, pray daily for those you met, and grow your generosity. Don't allow yourself to go on another short-term trip if you haven't spent your time and your money supporting the people and causes you experienced. Become a friend and ambassador to the people and projects which stir your heart and move you to action.

# FINAL THOUGHTS & SUMMARY SHEET

## **1. Remember why you are going.**

Upon seeing a group of Americans, people may immediately assume that you've arrived to give handouts or "fix something." You are there to learn, to serve and be transformed.

## **2. Recognize you're in a different culture.**

If you were visiting a community and saw people drinking river water, you might understandably be shocked and worried and want to jump into action by passing out water filters. What you might not see is the broken-down well nearby—a clean water source abandoned due to a lack of maintenance or expertise. It's important not to solve these third-world problems immediately. Remember African Vision of Hope has been on the ground for years, partnering with those in the community and has a much more complete understanding of their situation. Ultimately, God is in control.

## **3. Expect to be changed.**

Take time to honestly evaluate what you want to get out of the trip (and what you're willing to put into it!). What do you expect to learn, see, and do? Then, recognize that your actual experience may differ. Without flexibility, culture shock can easily end up sucking the joy out of your visit. Your only plan is to be in HIS plan.

## **4. Remember the goal of the trip while you step out of your comfort zone.**

A short-term trip—whether it's three days or three months—goes fast! Avoid distractions and make the most of your time by asking questions, serving and praying for one another. Remember that taking risks on your trip means following the promptings of the Spirit. It doesn't mean eating caterpillars or mice just so you can take a picture and tell everyone at home. The goal is to raise awareness for the children.

## **5. Don't go home empty-handed.**

You are encouraged to bring back one specific story and share it with others. You are also encouraged to live differently once you are home. When you are impacted powerfully, it's easy to make promises about how your life will never be the same. But the demands of your busy schedules often take over, and it's easy to return to normalcy by the time your jet-lag has ended. Commit to being intentional and give yourself visual reminders (like a picture on the fridge), pray daily for the people you met, get involved in the local ministry, or share your experience. And that way, when people ask what you were doing out of the country, you'll have more to talk about than just eating caterpillars or mice.



# NOTES

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# TRIP ITINERARY & COSTS

## ITINERARY

Once you book your trip your trip guide will send the itinerary to you or your group coordinator. In general, your itinerary will include working with street children facilitating a bible study with instructional games and songs. You may also participate in listening to our college students and their testimonies as well as our seminary students.

You will always travel with your trip guide. All meals will be planned ahead of your arrival and therefore we do not allow 'extra' trips to the market for additional food or items.

You will have one trip to the market included in your itinerary. This trip is a pre-planned trip for the entire mission team and will allow ample time for souvenir shopping etc.

## COSTS

A \$500 non-refundable fee is due with your application form to secure your spot. This is deducted from your total cost. You must submit a Mission Trip Application. For group leaders: we understand that you may not have a complete team together in the beginning and that you will be submitting their applications as you receive them.

The cost while in Zambia (not including airfare) is \$1,650 and is based on a 10-day trip and is subject to change each year. This cost includes:

- Lodging, Meals\*, activity supplies, and Transportation while on the ground in Zambia
  - \*Meals are on your own in airports, on airlines and while in transportation in Zambia.
- International Mission Trip Insurance
- African Vision of Hope T-shirt
- One- night stay at a hotel in D.C. and transport of luggage back and forth to the airport. (Using ETHIOPIAN AIRLINE ITINERARY ONLY)

**YOUR ROUNDTrip AIRLINE FEES MUST BE PAID AT TIME OF BOOKING. FLIGHTS WILL NOT BE BOOKED UNTIL THOSE FUNDS HAVE BEEN RECEIVED. ALL OTHER COSTS MUST BE RECEIVED 30 DAYS BEFORE DEPARTURE.**

For group leaders: For groups over 10, the deposit will be due when we book the group with the airline. Once we receive your group application and begin the process (we will contact you). Your mission trip guide or your group mission team leader will be informed of your flight itinerary and the exact cost for your trip. If you stay longer than 8 nights, there will be additional costs.

**THERE WILL BE NO REFUNDS FOR MISSION TRIP FUNDS RECEIVED IN OUR OFFICE**



## PLEASE NOTE - YOUR TOTAL COST DOES NOT INCLUDE:

- Hotel accommodations in case of missed flights
- Snacks
- VISA purchase in Zambia (estimated cost \$50.00)
  - *bring a newer \$50 bill for this*
- Airport food and hotel food
- Souvenirs
  - *You must send US money to our office so we can wire money ahead for you converted to Kwacha*
- Long distance phone calls
- Passport
- Immunizations

## BRINGING MONEY WITH YOU

If you intend to spend money while in Zambia, you must turn your money in to our U.S office 21 DAYS BEFORE YOU DEPART on the trip. We will wire your spending money to Zambia. Once you arrive in Zambia, your mission trip guide will give you the amount in Zambia currency, Kwacha.

It is also smart to have some U.S. cash on hand for when you are in airports. Kwacha will be used on our market day where we buy local jewelry, fabrics, decorations, and more. There are other opportunities to use Kwacha, for example if we stop randomly for a soda or to pay a seminary wife for making some chitenga fabric into a skirt.

As mentioned previously, once you arrive in Lusaka, you are required to have a \$50-dollar bill that was made in **2006** or later for your Visa.

## PAYMENT SCHEDULE: (Based on average cost/psn of \$3,550; subject to change per trip)

*\*Payments can be paid all at once or in 5 scheduled payments*

*\*\*All Monies received by our office for your mission trip is non-refundable*

*\*\*\*Exact Dates will be given at the time of booking*

- 1<sup>st</sup> Payment = \$500 Non-Refundable Fee (Due w/Application & Required Forms)
- 2<sup>nd</sup> Payment = \$500 (Due 4 Months before the trip date)
- 3<sup>rd</sup> Payment = \$750 (Due 3 Months before the trip date)
- 4<sup>th</sup> Payment = \$1,200 (Due 2 Months before the trip date)
- Last Payment = \$600 + your spending money (Due 1 Month before the trip date)

**Please make copies of all checks that you are turning in.** We encourage you to raise funds for your trip. Per IRS guidelines please do not promote the fundraiser as AVOH events, but as a fundraiser to raise money for your mission trip. We can help with samples of letters, etc. Donations that you raise will go directly to your trip. **If you do not go for any reason, those funds will go towards the mission trip and cannot be refunded.**

# MISSION TRIP AGREEMENT

By signing below, you are responsible for the full cost of your trip. This includes, but is not limited to: shots, passport fees, visa, insurance, airline tickets, in-country transportation, lodging, food and drinks.

Furthermore, by signing below, you are agreeing to become a representative of the children we serve by finding them sponsors, and/or, by finding monthly Hope Legacy donors. This commitment is vital! We are not in the mission trip business; we are in ministry and called to serve and help the least of these.

You also agree to:

- Pay the required deposit with your mission trip application and pay the rest of your mission trip fees per the schedule your leader provides while understanding that mission trip monies are all non-refundable and will be used to help toward the mission should you not be able to go on your trip.
- Cooperate at all times with a team leader concerning my responsibilities for the mission trip and to help prepare for this mission trip by attending meetings and helping with preparations.
- Comply with the African Vision of Hope Mission Trip Behavior Protocol.
- Comply with all policies of this mission trip in Zambia and understand that alcoholic beverages, illegal drug and tobacco products usage is not permitted on the ground in Zambia.
- Comply with the photography guidelines and understand that any all photographs and/or videotape you take are for your personal use only and not to be used to raise money for any individual, including yourself, absent written consent from African Vision of Hope.
- Provide African Vision of Hope with copies of any and all photographs and/or videotape taken through the duration of the mission trip for the organization's use.

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



# APPLICATION FORM



## PLEASE PRINT

*\*By completing this application you acknowledge that you have read and agree to the guidelines and information provided in the Mission Trip Packet.*

Today's Date: \_\_\_\_\_ Date of Trip: \_\_\_\_\_

Exact Name (as shown on passport): \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Minimum age requirement: 16 years old

*\*Applicants under the age of 18 must be accompanied by a legal guardian.*

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

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

E-Mail: \_\_\_\_\_ T-shirt Size: \_\_\_\_\_

Emergency Contact: Name: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Passport Number: \_\_\_\_\_ Date of Issue: \_\_\_\_\_

Expiration Date: \_\_\_\_\_ Beneficiary: \_\_\_\_\_

### African Vision of Hope Team Member Application

8 Professional Park Drive

Maryville, IL 62062

Contact: Judi Bertels 618.288.7695

info@africanvisionofhope.org

## Checklist for Application

1. Completed application, signed and dated
2. Photocopy of Passport- **there must be 6 months before expiration from time of departure**
3. Liability Release Covenant Form signed
4. Video/Photo Release Form signed
5. \$500.00 Deposit

# LIABILITY RELEASE FORM



## LIABILITY RELEASE COVENANT

WHEREAS, the undersigned will be going to different countries and working on mission projects which are sponsored in whole or in part by African Vision of Hope, a non-profit organization.

WHEREAS, the undersigned desires to release and hold harmless African Vision of Hope, its Directors and officers from any and all claims, present and future, known or unknown, in any matter arising out of the undersigned specifically assumes all risk involved in travel and work on the projects.

NOW, THEREFORE, in consideration of the undersigned working on projects sponsored by African Vision of Hope, the undersigned hereby releases and discharges African Vision of Hope, its Directors and officers from claims, present and future, known or unknown, in any matter arising out of the undersigned specifically assumes all risk involved in travel and work on the projects.

The undersigned hereby grants full permission to the organization to use any photographs, videotapes, recordings, or other records or documents of the mission trip and to do so without notice or compensation to the undersigned. The undersigned acknowledges that the organization has made available applications for mission insurance.

The undersigned will never institute any action or suit at law or in equity against African Vision of Hope, its Directors and officers, nor institute prosecute or in any way aid in the institution or prosecution of any claim, demand, action or cause of action for damages, cost, loss of service, expenses or compensation for or on account of any damage, loss, or injury either to person or property, or both, whether developed or undeveloped, resulting or to result, known or unknown, past or present or future, arising out of the undersigned working with African Vision of Hope projects.

Dated this the \_\_\_\_\_ day, of \_\_\_\_\_ 20\_\_\_\_\_

Signature\_\_\_\_\_ Witness\_\_\_\_\_

Print Name\_\_\_\_\_ Print Name\_\_\_\_\_

### African Vision of Hope Team Member Application

8 Professional Park Drive

Maryville, IL 62062

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info@africanvisionofhope.org

# MEDICAL RELEASE FORM



## MEDICAL INFORMATION

- |  | Yes   | No    |
|--|-------|-------|
| 1. Are you under medical treatment now?  | _____ | _____ |
| 2. Have you ever been hospitalized for any surgical operations or serious illness within the last 5 years? | _____ | _____ |
| If yes, please explain _____   |       |       |
| 3. Are you currently taking any medication(s), including non-prescription medicine?                        | _____ | _____ |
| If yes, what medication(s)? _____  |       |       |
| 4. Ever had a serious injury?  | _____ | _____ |
| If yes, please explain _____   |       |       |
| 5. Please list any food allergies you may have _____   |       |       |
| 6. List blood type _____   |       |       |

### Are you allergic to or have you had any reactions to the following?

- |                                   | Yes   | No    |
|-----------------------------------|-------|-------|
| Aspirin.....                      | _____ | _____ |
| Codeine.....                      | _____ | _____ |
| Sedatives.....                    | _____ | _____ |
| Local Anesthetics.....            | _____ | _____ |
| Iodine.....                       | _____ | _____ |
| Penicillin.....                   | _____ | _____ |
| Sulfa drugs.....                  | _____ | _____ |
| Erythromycin.....                 | _____ | _____ |
| Tetracycline.....                 | _____ | _____ |
| Latex rubber.....                 | _____ | _____ |
| Any metals (nickel, mercury)..... | _____ | _____ |
| Barbiturates.....                 | _____ | _____ |

## Medical Authorization and Release

I certify that I have read and understand that above information to the best of my knowledge. In case of an emergency, I authorize permission to a licensed physician to hospitalize or anesthetize me, or perform surgery on me. I understand that every effort will be made to inform my emergency contact before these actions are taken. I understand that medical may require direct payment by me. I agree to be responsible for payment of all services rendered on my behalf or my dependents.

\_\_\_\_\_  
Print name of patient (or parent/guardian if minor)

\_\_\_\_\_  
Signature of patient (or parent/guardian if minor)

Primary Physician Name \_\_\_\_\_ Phone \_\_\_\_\_

**African Vision of Hope Team Member Application**

8 Professional Park Drive

Maryville, IL 62062

Contact: Judi Bertels 618.288.7695

info@africanvisionofhope.org



# VIDEO/PHOTO RELEASE FORM



## VIDEO/PHOTO RELEASE FORM

ORGANIZATION & EVENT ("Group/Program"): \_\_\_\_\_

PARTICIPANT NAME & AGE (PRINT): \_\_\_\_\_

In consideration of my willingness to participate in the Program, I hereby authorize and grant African Vision of Hope (AVOH) its representatives, agents, licensees, subsidiaries, affiliates, assigns, officers, directors, shareholders, employees, contractors, subcontractors, clients, and vendors (collectively "AVOH Parties") a worldwide right to record, photograph, copyright, use, re-use, and publish my image, voice, testimonial, property, likeness, and performance on film, tape, publications or otherwise exploit for use in the Program, or parts thereof, made through any medium, conventional or digital, and in any media now or hereafter known ("Footage") or in the promotion of the Program or otherwise. I acknowledge that the Program and Footage is owned by AVOH, or jointly by one or more AVOH Parties, and may be edited, modified, composite, or distorted in character or form at AVOH's discretion. I understand that I have no rights to or economic benefit to be derived from the Program or Footage. I understand that AVOH and the Organization (AVOH's client) may use the Program or Footage for any purpose, related to the Program or otherwise, and I agree not to attempt to limit use or distribution of the Program or Footage. The Program and Footage may be used for any lawful purpose, including illustration, publicity, promotion, art, advertising, trade, or any other purpose whatsoever, with or without my name or other information identifying me or any of my property. This authorization is perpetual in nature and will not expire. I release and discharge AVOH Parties from any and all claims for damages for libel, defamation, infringement of the right of publicity, invasion of privacy, portrayal in a false light, artists or moral rights, or any other claim, including but not limited to personal injury or property damage, in connection with the filming, production, or use of the Program or Footage. I agree to indemnify and hold harmless AVOH Parties from and against all claims, losses, expenses, obligations, and liabilities of every kind including reasonable attorney's fees arising out of the inaccuracy or breach of any provision of this waiver and release ("Release"). I waive any and all equitable and injunctive rights concerning the Program or Footage. I have the right, capacity, and authority to enter into this Release and my performance and the rights I have granted under this Release don't conflict with or violate any other commitment, understanding, contract, or obligation. This Release is not subject to any guild, union, or other collective bargaining agreement. This Release is governed by and shall be interpreted, construed and enforced in accordance with the laws of the State of Illinois, USA, and I hereby submit to the personal jurisdiction of the courts in Madison County, Illinois, USA. This Release represents the entire understanding of the parties and may not be amended unless mutually agreed to by both parties in writing. If a verbal translation of this Release was made, as the Translator, I certify that an accurate translation was made to the Participant and/or Participant's Guardian, and the Participant and/or Participant's Guardian indicated that he/she understood the terms of this Release and had the opportunity to ask questions. I am of legal age (or I am the Parent or legal Guardian of the Participant) and have read and understood the terms of this Release. This Release shall be binding upon me and my heirs, legal representatives, and assigns.

\*Participant's Signature: \_\_\_\_\_ \*Date: \_\_\_\_\_

\*Address, Email and/or Phone: \_\_\_\_\_

\*Personal Characteristics (male/female, hair/eye color, ethnicity) \_\_\_\_\_

Parent / Legal Guardian: \_\_\_\_\_ Date: \_\_\_\_\_

Translator's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### African Vision of Hope Team Member Application

8 Professional Park Drive

Maryville, IL 62062

Contact: Judi Bertels 618.288.7695

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# GUIDELINES FOR WORKING WITH CHILDREN FORM

## AFRICAN VISION OF HOPE INDIVIDUAL GUIDELINES FOR WORKING WITH CHILDREN

1. In accordance with our Commitment to Child Protection, African Vision of Hope requires a background check for all adult visitors to Zambia who will be interacting with children. This includes meeting any sponsored children, yours or someone else's, it also includes visits to any African Vision of Hope project in Zambia. Each adult will be responsible for completing and paying for the background check separately. A web-link to our trusted partner, Protect-My-Ministry, will be provided to you.
2. You will schedule ALL visits with a sponsored child through the African Vision of Hope United States office prior to trip departure.
3. You are responsible for all expenses that are incurred during any special visits with children that are not at African Vision of Hope campuses on your schedule.
4. Overnight stays with any child is strictly prohibited!
5. An African Vision of Hope representative will accompany you at all times during your visit or interview with a child. You will not, at any time, meet with a child without the presence of an African Vision of Hope appointed staff member.
6. You must show respect for all staff, children, students, and families that you meet. You must not engage in any behavior which could reasonably be interpreted as unwelcome, or sexual in any manner.
7. You will not give any personal contact information to any children or students, and should not ask for personal records of a child. You agree to comply with the regular correspondence process and channel all communication through the ministry. You should not, under any circumstances, pursue or respond to communication with sponsored children or a student through Facebook or other social networking.
8. All gifts intended for a sponsored child or students will be in accordance with African Vision of Hope's policies. You will not give cash directly to any of the students, staff members or families.
9. You are responsible for reading and understanding these rules. If African Vision of Hope reasonably believes that you have broken any of these rules, whether deliberately or inadvertently, African Vision of Hope may, cancel a visit.

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

# PHOTOGRAPHY AGREEMENT FORM



## PHOTOGRAPHY AGREEMENT

**PHOTOGRAPHY, OTHER THAN PERSONAL USE, IS PROHIBITED.** Any and all photographs and/or videotape that you make may only be for personal use. You must have written permission from African Vision of Hope to use photographs and/or videotape of any and all African Vision of Hope owned, leased or occupied properties, any and all individuals on such properties, and any and all individuals otherwise associated with African Vision of Hope for commercial broadcasting, advertising, marketing or publishing in any medium.

Commercial use of images is prohibited; including but not limited to:

- retail items or materials intended for sale (books, calendars, postcards, place-mats, screen-savers, personal or commercial letterhead, promotional materials, and copies/use of the image itself)
- packaging or promotion of products intended for sale, and advertising materials and/or campaigns in any medium intended to generate funds for individual or entity other than African Vision of Hope.

By signing below, you agree to comply with the photography guidelines and understand that any all photographs and/or videotape you take are for your personal use only and not to be used to raise money for any individual, including yourself, absent written consent from African Vision of Hope. You are also agreeing to provide African Vision of Hope with copies of any and all photographs and/or videotape taken through the duration of the mission trip for the organization's use.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



# INTIMACY RULES AGREEMENT FORM



## INTIMACY RULES AGREEMENT

Before you depart on this short term mission trip, remember to keep in mind the goal of the trip. You are committing to become an advocate for the orphans and widows and the goals are to raise awareness for sponsorship, create change for the children, and start a movement to rally supporters.

Any kind of relationship outside the boundaries of a team relationship while on a short-term mission trip diverts you from the work you are to do and distracts you from what God has called you to do. “Special” or “Intimate” relationships often wreck the witness of the entire mission to the community where you are serving. Intimacy is characterized by close familiarity or friendship, physical closeness or body language, spending too much time alone, an intimate act, especially of a sexual nature. All of these things ruin the team dynamics.

Short-term trip experiences are intense and they lack the proper development that is needed to make solid relationships. Although God could introduce you to your future mate while on this trip, in all likelihood it is the intensity of the experience that fuels a need for closeness and bonding.

By signing below, you agree to:

1. Avoid exclusive relationships and to only build relationships within the context of the entire team
2. Steer clear of every potentially questionable intimate situation with another person, regardless of their nationality
3. Seek the AVOH mission team leader’s counsel immediately if something develops and talk to him/her about things honestly and openly
4. If God is directing this short-term relationship, resolve to wait until after you have fulfilled your commitment overseas and have returned to your home before you pursue it on your own time.
5. Never involve one of our staff or other team members in your plans to pursue an intimate relationship

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



