

## TEAM MEMBER SECTION

The Mission Team Leader must copy and distribute the following information pages and forms to each individual on the mission team. **Completed forms must be returned to the Honduras Outreach Mission Team Coordinator no later than four weeks prior to trip departure.** Team members whose paperwork is Individuals (18 years and older)

- \_\_\_\_\_ Completed Missioner Profile
- \_\_\_\_\_ Signed and Witnessed Release & Indemnification Covenant
- \_\_\_\_\_ Signed Physician's statement
- \_\_\_\_\_ Signed copy of 2008 Policies of Honduras Outreach Inc.
- \_\_\_\_\_ Legible copy of current passport (with a minimum validity of 90 days beyond completion of the trip) Youth (13-17years of age)
- \_\_\_\_\_ Completed Forms as above for adult team members (due 4 weeks prior)
- \_\_\_\_\_ Signed Release & Indemnification Covenant for Minors (due 4 weeks prior)

**If any person's information is incomplete, please list his / her name and the expected date the missing item(s) should arrive in the Decatur office. Only individuals whose paperwork and payment have been received by the Four week deadline will be allowed to travel. No additional team members can be added after the four week deadline.**

## MISSION STATEMENT

**Honduras Outreach Incorporated is a life changing, centered in Christ partnership between Hondurans and North Americans which promotes community directed and integrated spiritual, physical, educational, and economic development of men, women, and children in Honduras that fosters dignity, cooperation, and self sufficiency.**

## WHO IS HONDURAS OUTREACH, INC.?

Honduras Outreach is a nondenominational, nonprofit Christian organization headquartered in Atlanta, Georgia, with the base of operation at our facility in central Honduras, Rancho el Paraiso, near San Esteban, in the department (state) of Olancho.

We have six program areas:

- **Medical** directed by Dr. German Jimenez and his staff at the clinic at Rancho el Paraiso and the three outlying clinics we staff and fund
- **Education** directed by Leslie Bobadilla who oversees the 38 kindergartens we operate as well as the elementary and middle schools in Culuco. She also coordinates the scholarship program.
- **Spiritual Life** directed by Wilmer Padilla who teaches local faith leaders the fundamentals of the Bible during a 10 week class and mentors them when they return to their villages.
- **Agriculture** directed by Osman Eschevarria. Besides the visible signs of farming at the ranch, Osman and his staff teach a 10 week VoTech course to local farmers.
- **Economic Development** directed by Gerald Varner whose goal is to find viable sales outlets for the handmade items currently produced by local artisans as well as develop cooperatives in other communities in order to create income producing goods.
- **Community Development** addresses needs in village infrastructure, education, health and hygiene, agriculture and entrepreneurial development. The HOI ranch staff focuses its efforts on advising the communities of the opportunities available through HOI in each specific program area. It is our goal to enable each community in the Valley to become self sufficient.
- **Short term Mission Program** is the source of sweat and love that enables residents in the Agalta Valley to improve their quality of life. The entry point for North Americans to be the hands and feet of Jesus, this is the HOI program that connects North Americans to Hondurans and interfaces with the other programs of the organization, specifically Community Development. By traveling with a mission team to Rancho el Paraiso, you will become an

important part of the Short Term Mission Program. This program interfaces specifically with the Community Development Program. The work you and your mission teammates do during your week in Honduras has been designed to address the assessed needs of the residents in the community where you will work. You will work with the families who requested and will benefit from your labors. By the end of your mission week you will be a beloved member of these families and they will hold a special place in your heart. A taskforce of senior level Ranch staff and selected North American stakeholders designed the Short Term Mission Program to interface with Community Development as follows: · The HOI staff has designated 15 communities in close proximity to Rancho el Paraiso for North American mission team assistance in 2008. · Work projects will be driven by village needs, as determined by the community and the HOI Community Development staff. · Villages may host more than one Mission Team during the year until the work projects are completed thus enabling projects to be completed in a timely manner. · Mission Teams will pay a “Silent Partner” fee which will be equivalent to an extra “in country” fee (2008 will be \$600) to assist with work project costs in the village where the group has been assigned to work. · Mission Teams will likely work in a different community on successive trips thus eliminating the “partnership” aspect of the Model Village Program. However Teams will be offered the opportunity to support the Community Development Program with its ripple effect throughout the Valley through the “No Village Left Behind” fund. For a cost of \$1200 per year this fund will ensure that all villages, especially those not visited by a North American group, receive the benefits of the HOI Community Development Program.

Several weeks prior to your mission trip, the HOI Short Term Coordinator in Atlanta will advise your Team Leader of the work projects planned for your team. In addition to work projects, your team will be able to offer daily Children’s Bible School. Another facet of the Short Term Mission Program is spiritual growth and renewal of each North American team member who comes to Rancho el Paraiso. You will be the hands and feet of Jesus during your mission week. Teams are encouraged to have morning devotions prior to the start of the work day and vespers after dinner. We encourage each participant to keep a journal during your week in Honduras and to reflect on your experiences in the mission field. The Ranch staff has devotions on Monday mornings, Bible study on Tuesday evenings and a worship service on Thursday evenings. You and your team are cordially invited to attend the Thursday worship service which will be led by Pastor Padilla.

## **SPIRITUAL DEVELOPMENT “Father, hear my prayers....”**

### **Before the trip:**

Pray that the trip will be according to God’s will; Pray that God will provide the teacher(s) and/or a storyteller for the mission team; pray for unity, harmony and Christ like love among the mission team members; Pray for safety during travel, and pray that Christ will be glorified in everything you do.

**“....extend my vision to include my sisters and brothers....”**

## **During the trip:**

pray that the team members have Christ like love for the Hondurans and for each other; pray that God will provide the interpreter with a gift of interpretation for the lessons; pray for safety during the ride to and from the village and at the work site; pray for insight to biblical principles brought to life, and pray for opportunities to be Christ's heart and hands each day.

**“...in Honduras and beyond, O, God of all the Nations.”**

**After the trip:** thank God for the opportunity to experience another part of His Creation; Thank God for the work that was done, the lessons that were learned and blessings that were received; Thank God for allowing you to be a witness in God's kingdom, and pray God's continued blessings and mercies on your new friends in Honduras. We at HOI want prayer to be a part of the preparation for your trip as well as your daily activity while you are in Honduras. Before you depart the US, plan your group's daily time of gathering and reflection. You could do brief morning meditations before you leave the ranch. Once you arrive in the village you could gather in a circle for a quiet song and to pray for the tasks at hand and the workers involved. Imagine the witness you could provide to the Hondurans with this activity! After dinner, groups usually gather for a time of devotions, singing, prayers and reflection following the day's activities. With Bible School teachers, the medical people and the construction crew sharing their impressions, the various elements of work and village life are brought into a cohesive whole.

## **PREPARATION FOR YOUR MISSION EXPERIENCE**

*Do nothing out of selfish ambition or vain conceit, but in humility consider others better than yourselves. Each of you should look not only to your own interests, but also to the interests of others. Philippians 2:34*

## **MISSION TRIP EXPENSES**

There are two major expenses involved with a missionary trip to Rancho el Paraiso: airfare (getting there) your team is responsible for securing air transportation from the US to Tegucigalpa—and the in country fee (being there).

The in country fee of \$600 must be sent to the Atlanta office at least four weeks prior to your US departure. Included in this fee are:

- travel accident and liability insurance coverage
- transportation from the Tegucigalpa airport to Rancho el Paraiso and back,
- leadership by a bilingual

Honduras Outreach staff member who will meet you at the airport and stay with your group until you depart a week later, · overnight accommodations for the mission week, including two nights in hotels and five nights at the Ranch, snack at the Mennonite Bakery on Day 1, **(a snack is either one cookie or one soft drink – not both. Additional items, including loaves of bread, are available for purchase, however, they at the individual's expense)**, · all meals while in country including three meals a day while at the Ranch, two breakfasts and

dinners at the hotels at the beginning and end of your mission week · beverages with meals, including two sodas a day at the ranch but NO beverages except bottled water with restaurant meals · purified and bottled water while at the ranch, some building supplies for the work project in your host village, and · tips to the porters at the airport upon arrival and departure

### **Personal costs include**

- Dinner, if you choose to dine elsewhere, away from the hotel, on your evening in Tegucigalpa. The in country fee covers the meal at the hotel. ***If you choose to dine elsewhere, the meal becomes an out of pocket expense. Any deviation from this plan must be communicated to the Honduras Group Leader several days in advance so the meal at the hotel can be cancelled. Beverage with your meals at the hotels, excluding water with dinner and coffee with breakfast***

- Tips in restaurants—ask your Honduran group leader to advise you.
- The mandatory \$33.19 (or \$34) exit tax which will be collected prior to the security check-in at the airport.

**Please note that this tax can fluctuate with no prior notice.**

- Tips (\$1 per bag) at the hotel if you choose to have a porter help you to your room.
- Souvenirs and snacks (other than the snack at the Mennonite Bakery),
- all charges you incur at the hotel in Tegucigalpa, including items used from the minibar and telephone calls. If you wish to call home, you can reach an international AT&T operator at 98000123. The charge will be added to your room bill and you will be responsible for it at checkout.

### **TRAVEL DOCUMENTS**

All travelers to Honduras must carry a valid passport issued by the country of citizenship. There are no exceptions. You must have a passport not only to exit the United States, but also to enter the country of Honduras. Begin the passport application process immediately upon committing to participating in this mission trip. The US State Department suggests allowing no less than six weeks to secure a passport through non-expedited channels.

Several months before the departure date of your trip check the expiration date on your passport. **If it has already expired or will expire within 90 days of the completion of your mission trip to Honduras, immediately begin the process to renew your passport.**

On the day you depart home to commence your journey to Honduras double check that you have your current passport with you.

## HEALTH AND SAFETY GUIDELINES

### IMMUNIZATIONS FOR TRAVEL

**To ensure your health and safety during your mission trip, please read carefully the following pages which provide guidelines in great detail.**

The Centers for Disease Control and Prevention has recommended to Honduras Outreach that travelers to our areas of Honduras have the following:

1. a Tetanus with diphtheria booster within the last ten years
2. malaria prophylactic medicine
3. vaccination for Hepatitis A which needs at least six weeks for maximum efficacy.

Other vaccines often suggested for travel to a developing country include typhoid, current measles booster and Hepatitis B for health care workers.

Honduras Outreach highly recommends that each traveler consult with his/her physician for other recommended medications, prescriptions and dosage patterns.

If you become ill after your trip, it is very important for you to tell your physician that you have traveled recently to Honduras.

*The following three pages contain information concerning vaccinations and safety tips for your general wellbeing before, during and after you mission trip to Honduras.*

**The following messages are from Dr. Hugh Spruell who serves as the medical advisor on the Honduras Outreach, Inc., board of directors.**

### IMMUNIZATIONS FOR TRAVEL

Honduras Outreach Inc., on the advice of our medical consultants and the Centers for Disease Control and Prevention, recommends that all travelers to Honduras have the following:

- Tetanus with diphtheria, preferably within the last ten years,
- Vaccine for Hepatitis A,
- Malaria prophylactic medicine,
- and, for MEDICAL PERSONNEL ONLY, vaccine for Hepatitis B.

There are several choices for malaria prevention such as Plaquenil or Aralen. In addition, there are medicines made available, such as Doxycycline, for those who may be allergic to Chloroquinebased medications. Please consult your physician for prescription and dose pattern. You would take these before you leave, during the trip,

and after you return, so it is important to remember to take the full dose. The Havrix vaccine for Hepatitis A needs at least six weeks for maximum efficacy. However, if you forget to do this, it may be taken anytime before the trip and should not be omitted if you have not gotten six weeks prior to departure. Please consult your physician in a timely manner to receive these vaccines. Many travel clinics or health departments recommend additional vaccines for travel to developing countries. Please feel free to get as many

vaccines as you need to feel comfortable, but the ones listed above are recommended by HOI for travel to our area of Honduras. The other ones potentially recommended by the Center for Disease Control when traveling to a developing country in Central America include typhoid and a current measles booster as needed. For complete up

to date information and some general travel safety tips, please visit the CDC website, [www.cdc.gov/travel/camerica.htm](http://www.cdc.gov/travel/camerica.htm).

The vaccine for polio is no longer on our list of suggested vaccines. According to the CDC web site, polio vaccines are only recommended for travelers to endemic areas, and that only includes south Asia and sub-Saharan Africa at this time.

If you become ill after your trip, it is very important for you to tell your primary care physician where you have traveled. Some illnesses may not show up for a while. So even up to a year after you return, please mention your trip to Honduras. Remember that although vaccines are very important for disease prevention, you must use care, caution, and common sense when eating and drinking in Honduras to vastly reduce the possibility of illness during your stay.

## **HEPATITIS A INFORMATION**

Dear Honduras Outreach Mission Traveler,

During your travels to Honduras you will need prevention from Hepatitis A. This type of hepatitis is transferred through unclean water or food. An individual getting Hepatitis A does not become very sick, and more importantly there are no long term sequels of this type of hepatitis. In any case, we would like to prevent our travelers from getting ill with this type of hepatitis. There is essentially no problem at the ranch because of the cleanliness of food preparation, but once you are away from the ranch and eating other places, prevention of Hepatitis A is important. There is a vaccination for this type of hepatitis and it can be obtained through your physician or through the county health department. You should receive an initial vaccination preferably six weeks prior to travel but if this is not possible I would not hesitate to get the vaccination even up to the week before leaving. A second booster is needed six – 12 months after the initial shot and can afford immunity for Hepatitis A up to 10 years. As always, the prevention of Hepatitis A and other infectious diseases in underdeveloped countries includes drinking only water and eating food that have no chance of containing infectious bacteria or viruses. Therefore in addition to vaccination and medicine for prevention of disease, you should consider eating only well cooked food and drinking bottled water or water that has been properly chlorinated or boiled adequately to prevent any impurities. While in hotels, be sure not to drink or use anything but bottled water that you have brought into the hotel yourself. Drink only bottled colas or water while off the ranch area or in restaurants. Also, outside the ranch and other controlled areas, it is important not to use ice in your drinks. If you have more specific questions or concerns about Hepatitis A, please contact the Honduras Outreach office in Atlanta.

Yours truly,

W. Hugh Spruell, MD

Medical Director of Honduras Outreach

**Honduras Outreach, Inc.**

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Fax 404.327.5767 [www.hoi.org](http://www.hoi.org)

**SAFETY FIRST**  
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Even though Honduras Outreach headquarters itself in the beautiful Agalta Valley at Rancho el Paraiso, “Paradise Ranch,” visitors and villagers alike face several health and safety concerns. Most are not worrisome when proper protection is taken and most can be avoided when common sense prevention is used. HOI lists the following as major areas of concern:

- Sunburn
- Mosquito bites
- Ticks
- Overexertion, dehydration and heat stroke
- Cuts, scratches and blisters where parasites and bacteria can enter the bloodstream
- Parasites in food and water which cause diarrhea and other digestive track diseases
- Snake bites

To address these possible health and safety issues HOI highly recommends that all North American visitors to Ranch el Paraiso:

1. Wear shoes AT ALL TIMES except in bed and in the bathroom.
2. Bring all currently prescribed medications with you including the malaria prophylactic medication.
3. Wear flipflops in the bathroom and while showering.
4. Use flashlights after dark to watch for snakes and to identify yourself to the ranch security team.
5. Apply mosquito repellent in the morning, at bedtime and after showering. Dengue fever and malaria are serious illnesses which are transmitted by insect bites.
6. Use sunscreen daily on all exposed skin—face, ears, neck, and arms. The sun in Honduras is more intense than it feels.
7. Increase your level of fluid intake to a minimum of two liters of water a day, more if you are working in the sun. Dehydration happens quickly and can lead to heat stroke or heat exhaustion. STAY HYDRATED and this will be prevented!
8. Drink only bottled water. Bottled water is provided at the Ranch at each of the dorms. Avoid tap water even for brushing your teeth.
9. Avoid ice except at the hotel in Tegucigalpa.
10. Check yourself regularly, head to toe, for ticks and remove them immediately. They too carry dangerous diseases. If you need assistance, or cannot remove the entire tick, please seek help from the health care profession traveling with your group.
11. Wear gloves when participating in work projects to prevent blisters and cuts.
12. Report all cuts, scratches and blisters to your group’s medical person immediately, even if the wound seems insignificant. Wounds must receive care because they provide a place for parasites and bacteria to enter the body.
13. Eat only food that is cooked and served hot or fruit with thick skins that you peel yourself. Avoid tomatoes and lettuce away from the ranch unless they are cooked. Everything served at the ranch is safe to eat. When eating away from the ranch, avoid fresh produce. Eat fruit only if it has a thick peel. It is the water used for washing, not the fruit itself that can cause intestinal problems. Since there is no way to be sure of whether or not the produce has or has not been washed, it is best to avoid it completely.
14. Seek help immediately if you feel sick in any way. It is always best to treat problems when they first appear.

## **PACKING GUIDELINES**

A traveler once said that the first thing to pack for your mission trip is your Faith. The second thing is your Flexibility! Equally important are the following suggestions:

**Carry on luggage** *must meet current regulations and restrictions imposed by the US Department of Homeland Security and the airlines*

- pack your passport & ticket
- pack all medications you use regularly
- pack overnight clothes, toiletries (in accordance with prevailing security measures) and essentials
- pack at least one day's change of clothes
- include
  - reading material to use en route
  - camera, film, journal or notebook
  - pocket sized tissue packs for restroom breaks en route
  - wet wipes
  - money for tips and souvenirs—one and five US dollar bills are easy to handle. US dollars are accepted in most of the places you will visit.
  - ATM card which can be used for some purchases and there is an ATM in the lobby of the Maya Hotel (you will receive your money in Honduran Lempira – NOT US dollars!)

### **Personal medical kit**

- allergy medicine if you use it at home
- lotion or salve to treat insect bites
- antihistamines
- over the counter analgesics and diarrhea medications
- antacids
- personal prescriptions (including antimalarial) medications in labeled bottles

### **Checked luggage**

- wash cloth and towel, although the hotels and the ranch supply towels
- nonslip flipflops for the shower
- snack food, enough to share with your mission teammates
- flashlight, extra batteries
- sunscreen—at least SPF 15
- insect repellent with DEET
- personal toiletries (besides the ones in the carry on, if necessary) packed in zip lock baggies and the lids taped shut
- appropriate work clothes for four days
- appropriate casual clothes to change into after cleaning up
- enough socks, pj's, and underwear for a week
- work gloves, hat, bandana, rubber household gloves for packing mud if doing room additions
- poncho or raincoat
- small backpack or daypack to carry personal items to the work site each day
- Bible, pens, Spanish / English dictionary
- Sturdy shoes, work boots, tennis shoes—a pair to work in and a pair to change into after work
- a dressier outfit for the final evening in Tegucigalpa, such as nice khakis, a simple skirt and a coordinating top
- plastic bags for packing dirty clothes to bring home. No clothing can be left at the ranch at the conclusion of the work week.
- a bottle of hand soap to share in the bathroom at the ranch
- small bottles of hand sanitizer

- a sports bottle (e.g., a sip bottle or Nalgene bottle) that can be refilled with bottled water each day at the ranch
- games for all to play: cards, UNO, dominoes or checkers are easy to carry

**Electrical appliances:** Rancho el Paraiso has electricity and the dorms have an adequate number of outlets which accommodate the same voltage as is required by North American appliances (110V). The same is true of the hotels. There is no need to bring a travel adapter.

**DO NOT WEAR or BRING: flashy and / or expensive jewelry.**

### **ENROUTE TO HONDURAS**

During the flight between the U.S. and Tegucigalpa, the flight crew will give you an immigration form to complete. You may list yourself as a “tourist,” staying at Rancho el Paraiso, San Esteban, Olancho, Honduras. Upon your arrival, you will disembark from the airplane and enter the immigration hall where your passport will be checked and the immigration form will be collected. You will pass into the baggage claim section. Once you and your mission team have claimed everyone’s luggage, you will exit through a double glass door into a reception area where your Honduras Outreach staff member will welcome you. Your Honduran Group leader will escort you and your team members to the awaiting HOI bus. Prepare for an incredible week!

### **WELCOME TO HONDURAS!**

**DAY 1:** Soon after departing the airport parking lot, you will stop at a gasoline station where you can use the restrooms and buy drinks and snacks.

**Please note restroom etiquette in Honduras: at this restroom and all others, except at the Ranch and the hotel in Tegucigalpa, the bathroom will be equipped with a trash can for soiled toilet paper. Flush only toilet paper during your stay at the Ranch and at the hotel in Tegucigalpa at the end of your mission week. Elsewhere please be respectful of the plumbing and dispose of used toilet tissue in the container provided.**

The rest of the afternoon is spent traveling to Juticalpa where you will have dinner and spend the night. At the hotel in Juticalpa the HOI group leader will enable your Mission Team leader to place one telephone call to the United States, preferably to the top of the Phone Tree to notify everyone at home that you have arrived safely in Honduras. If you want to take a walk in Juticalpa first ask your HOI Group Leader for permission. If he / she agrees, go together in a group, go before dark and do not travel alone.

**DAY 2:** After breakfast you and your teammates will continue to Rancho el Paraiso on the bus, arriving about lunchtime. After eating and getting settled, your HOI Group Leader will have an afternoon’s activity planned for you, for example visiting the village where you will be working and meeting the adults and children who live there. After dinner, your evening is at leisure. The staff and village have worked hard to design a work schedule suitable to your group. Please respect what has been arranged for you.

### **DAYS 3-6:**

Breakfast at the Ranch, followed by work in your host community. Lunch will be prepared in the ranch kitchen and sent with to the worksite. Dinner at the Ranch and evenings at leisure. One evening you will meet the onsite Honduras Outreach staff and hear about the programs HOI offers to the local residents. To celebrate the completion of the mission work in your host village you can plan a Work Dedication Service and share a Fiesta with the townspeople and children. Talk to your HOI Group Leader to coordinate the activities.

**DAY 7:** After breakfast at the Ranch, you will board the bus to return to Tegucigalpa. En route you will stop for lunch at La Chiquita, a cafeteria style restaurant operated by North American Mennonites. You will arrive at the hotel in Tegucigalpa in time to swim, rest, relax, go shopping, or enjoy the spa before dinner. Evening at leisure.

**If you want to take a walk in Tegucigalpa, you must let your HOI Group Leader as well as your Mission Team Leader know before leaving the hotel; go before dark, go together in a group, do not travel alone.**

**DAY 8:** After breakfast at the hotel, you will be transferred to the Tegucigalpa Airport where you say “Hasta luego” to your HOI Group Leader and Bus Driver. Each person will be responsible for carrying his/her own luggage to the airline check-in counters. If a local porter takes your luggage, it is the responsibility of the team member to tip him. Prior to passing through the final security gate, you will have to pay the mandatory \$33.19 Exit Fee (this is subject to change at times prior to HOI knowing). The exit fee can be paid with either US dollars or the Honduras Lempira equivalency –however, it must be the exact amount. No change is offered.

## **RANCH RULES**

While you are a guest at Rancho el Paraiso please remember that the Ranch staff are skilled professionals in their respective work areas. Please respect the judgment and decisions of your Group Leader and know that he/she is working in the best interest of your mission team and the village.

### **1. Dress code: be modest**

- no tank tops worn in the village
- men must always have shirts on except in the dormitory area
- wear sandals only in dorm area (this is a health & safety issue)
- only long pants or skirts are allowed away from the ranch
- long shorts are allowed only on the ranch grounds
- shoes and socks are required for the worksite in the villages

**2. Never leave the immediate area of the ranch alone.** If your group wishes to leave the ranch, the Honduran Group Leader must be advised. It is absolutely prohibited to go out from the Ranch at night.

**3. Acknowledge that Ranch staff are professionals and are due respect and gratitude for hosting us during our mission week.**

- greet everyone you meet with a happy “hola” or “Buenas dias”
- refer to the staff with proper titles, for example “group leader” NOT “tour guide”
- respect each staff person’s work day. Remember the Golden Rule! Work hours for Group Leaders and Drivers are 7:30 a.m. to 4:30 p.m. Therefore be prompt when boarding the bus or truck in the morning to travel to your village and again in the afternoon when your group leader announces that it is time to return to the ranch. (At the end of your work day, you want to go home; so does our staff!) Do not expect them to entertain you after these hours.
- thank the staff at the end of the week for hosting you and your team

**4. Smoking is prohibited in the villages and on the buses and trucks. Smoking is allowed at the ranch only out of doors. Alcohol is prohibited at the ranch and while you are under the auspices of Honduras Outreach, Inc.**

**5. Driving is absolutely prohibited by Mission Team members. Only designated ranch personnel are permitted to operate vehicles. Recreational horseback riding is strictly forbidden.**

**6. Do NOT pet animals in the villages. They can present health problems as well as safety issues. The village animals are not accustomed to attention like our family pets at home and may react viciously and defensively to petting. If you touch any animal, be sure to wash thoroughly.**

**7. Diving is **absolutely** prohibited during a visit to a waterfall. There is no way to judge the depth of the water or “what lies beneath.”**

**8. Should you become ill or injured, even a small scratch, tell your team leader and the medical person traveling with you.**

9. Each group is responsible for bringing its own stomachache medications, such as Phenergan.
10. Be considerate of those who wish to go to sleep early or sleep late.
11. Carry a flashlight after dark for safety reasons, whether you are outside or go to the bathroom after lights out.
12. Keep your dorm room neat. Do not leave food in the open as it will attract bugs and mice.
13. Be brief when showering as there are others in line waiting to shower also.
- 14. Turn off lights and fans when leaving the dorm rooms.**
15. Flush only toilet paper ONLY at the ranch and the hotel in Tegucigalpa. Elsewhere the bathroom will be equipped with a trash can for used toilet paper.
16. Be prompt for meals. Return for seconds only after everyone, including ranch staff, guests and other mission teams, has been served. ***Each mission team member is allotted two soft drinks a day. Additional soft drinks must be purchased from the kitchen staff.***
17. On the last morning, please strip the beds and leave bed and bath linens piled in the dorm rooms.
18. Except for the day of Work Dedication and Fiesta in your village, do not give candy or North American snacks to the locals.
19. The staff and village have worked hard to design a work schedule suitable to your group. Please respect what has been arranged for you.
20. Please check out and return tools daily. If a tool breaks, please advise your Honduran Group Leader.
21. Before departing the Ranch, please give all supplies (medical, school, hygiene kits etc.) to the Ranch Group Coordinator, who logs in all items and ensures that they are properly stored and tallied.
22. No clothing can be left at the ranch at the conclusion of the work week. Please use plastic bags to pack your dirty work clothes in to take home in your suitcases. Our staff has no way to wash, store and distribute these items.
23. Be sure to remove all belongings and/or trash from the ranch vehicles every time you depart a vehicle.

## **SOUVENIRS**

Even in a developing country, souvenirs are ubiquitous and range from tacky to extraordinary. Here are some suggestions:

- there is a small shop at Rancho el Paraiso where residents of the Agalta Valley, who participate in the Economic Development program offered by Honduras Outreach, can sell their wares. The shop is generally open Thursday afternoons. US dollars and Lempira are accepted.
- the Candu shop across the street from the Maya Hotel in Tegucigalpa offers a large variety of items in a range of prices. Credit cards, US dollars and Lempira are accepted. The store offers a 10 % discount to shoppers who identify themselves as members of "The HOI Groups."
- several shops inside the airport, in the area before the security gate as well as shops near the boarding gate areas for both American and Continental airlines.

## **EMERGENCY CONTACTS & PROCEDURES**

Honduras Outreach, Inc., Atlanta, Georgia

Regular office hours are 9 a.m.4:30 p.m. E.S.T., MondayFriday

Telephone numbers with voice mail : 4043275770 & 4043275768

After hours: Beth Barnwell (770) 3777214

Should an emergency situation arise in the US involving a team member's family, etc., while the team is in Honduras, a family member should contact the Atlanta office. We will contact our staff in Honduras who will apprise the team leader and / or the group member of the situation at home as soon as possible. If the affected team member must reach the family at home, our staff will enable the team member to contact his / her family. Should an emergency situation arise in Honduras involving a team member, our staff will immediately contact the Atlanta office. We ask that team members not contact family members in the states as this can cause unnecessary confusion and anxiousness.

In case of an emergency on the day of travel, for example your flight has been cancelled or delayed because of weather, the team leader will first arrange with the airline for rebooking of all team members' tickets to a subsequent flight. The team leader will work with the airline to reaccommodate all team members involved.

The HOI staff in Honduras checks with the airlines on the Saturday of your arrival for deviations in the normal flight schedules. If there are deviations, our staff will stay informed of any delay and will make the appropriate arrangements.

The cell phone number to reach our staff on weekends will be available from the Atlanta office during the week prior to the mission team's departure.

### **IF YOU CANNOT TRAVEL**

After you have purchased your airline ticket and learn you will not be able to travel, call your group leader immediately. If you cancel your ticket in sufficient time you may be entitled to a credit for a future flight. Rules governing credits and name changes differ among airlines. Keep all travel documents in a safe place. If you have an emergency after office hours but before your departure (midnight before your flight at 6 a.m.), it is imperative that you call the airlines' toll free number. If you are ticketed on American Airlines, call 8004337300, if you are ticketed on Continental Airlines, call 8002310856.

Tell the ticket agent your name and the flight you are booked on and the reason you will be unable to travel. A notation will be made in the booking. **THIS CALL MUST BE MADE BEFORE THE FLIGHT DEPARTS!** Contact the HOI Decatur office on the next business day to inform them that you were unable to travel.

**Please note: Honduras Outreach is a group travel mission experience. Unfortunately, if you as an individual team member miss a flight (originating or connecting) and are unable to arrive with the team in Tegucigalpa on Day 1 of the mission trip, you will forfeit the trip. HOI does not have the staff nor the vehicles to accommodate arrangements other than for group travel. Please make sure that ample time is allotted for arrival at the airport on the day of departure.**

## **REFUND OF INCOUNTRY FEES**

In country fees will be fully refunded if cancellation is made more than four weeks prior to US departure.

**Cancellation of trip within four weeks of departure will result in a 70% refund of the trip fees.**

## **RETURN TO THE U.S.**

Welcome back to the U.S! As sad as it is for your mission week in Honduras to end, it is always a joy to return home. During the flight from Tegucigalpa the crew will distribute customs and immigration forms for each family (not person) to complete. You will check that you have been abroad as a tourist on a ranch and the items you have purchased are souvenirs (not for commercial or resale purposes) with an estimated dollar value.

Upon arrival at the gateway airport you will go through immigration / passport control. Once through passport control, you will claim your luggage and clear customs. Since you have been staying in a rural area, your ticket may be checked with an "A" for Agriculture, which means that you will have to go through the Agriculture section of customs (there is the possibility that your shoes will be dusted since you were visiting on a ranch). After this, you will check in for your connecting flight, find your gate and other team members and board the flight. Once you have returned to your home, but haven't lost the excitement of your trip, consider what you can do to continue the work you have begun in Honduras. You heard about, and maybe even met, scholarship students while you were at the ranch. Individuals, youth groups, Sunday School classes and other groups in the US underwrite the cost of a young person's education through the Honduras Outreach Scholarship program. Call the US office to enquire how you can financially become a part of this outreach.

## **REMINDER**

Many mission teams and individuals feel compelled to give the villagers things at the end of the week. Please be mindful that we do not want to create a beggar, welfare mindset. HOI asks you to be very careful about your choices. We suggest taking Polaroid pictures of each family and presenting them to the families. Small tokens can be given from one friend to another specific friend. However, please remember that you have already given them your love and friendship for the entire week. You have provided them hope for the future. That is more than they could ever wish. Please do everything in your power not to turn this time of friendship and encouragement toward independence into a message of dependence on others.

**· It is imperative that each Mission Team leader and each team member recognize that they must not make promises of gifts, money or donations to the people in their host community. · Please do not ask the Honduran staff to follow up on individuals. We serve several thousand Hondurans in more than 80 villages. It is impossible for our limited staff to check up on all our special friends. · Any special requests must be made through the US office.**

***Help us continue to make this program a ministry of His presence Not A ministry of our presents.***

## **PRESENTS THAT CONTINUE YOUR PRESENCE**

### **How your Gifts can keep on giving to continue to Improve the lives of the People in the Agalta Valley**

Mission teams and individuals return from their trips to Honduras seeking ways to continue work in their absence. Financial donations can be used in each of our program areas to carry on the work you have begun:

#### **Education**

- \$ 35 will provide one child a nutritious snack each day during the school year
- \$ 50 will provide one child enough school supplies to last the entire school year
- \$ 100 will provide one teacher the necessary teaching supplies for one year
- \$ 250 will pay for tuition and books for one student for one year
- \$ 4,900 will provide a year's income for one teacher

#### **Medical**

- \$ 50 will provide travel expenses to outlying clinics for one month
- \$ 150 will supply fuel for one month
- \$ 300 will allow one family the benefit of our Nutrition Program to help eliminate malnourishment
- \$ 500 will fund the Annual National Vaccination Program
- \$ 2,200 will provide a month's supply of medicine to four clinics

#### **Ranch Operation**

- \$ 1,000 will provide funding for one month's maintenance for one HOI vehicle
- \$ 2,500 will provide a month's supply of electricity for Ranch facilities
- \$20,000 will provide funds to purchase one new vehicle

#### **Agriculture**

- \$ 500 will purchase one cow for the Agriculture VoTech Training program
- \$ 1,000 will provide tuition for one VoTech Agriculture student for one year

#### **Community Development**

- \$ 95 will build one latrine (72 cement blocks & 3 bags of cement)
- \$ 75 will provide a new floor for one family (12 bags of cement per home)
- \$ 150 will provide a new roof for one family (16 pieces of tin)
- \$ 300 will provide a new pila for one family
- \$ 1,200 will provide supplies to ensure "No Village is Left Behind"
- \$ 4,000 will build a new kindergarten

**HONDURAS OUTREACH MISSIONER PROFILE**

NAME \_\_\_\_\_ D.O.B. \_\_\_\_\_ GENDER \_\_\_\_\_

FULL NAME AS ON PASSPORT \_\_\_\_\_

PASSPORT NUMBER & Expiration Date \_\_\_\_\_

ADDRESS \_\_\_\_\_ Dates of Previous Trips \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

TELEPHONE (HOME) \_\_\_\_\_ (CELL) \_\_\_\_\_ (WORK) \_\_\_\_\_

EMAIL \_\_\_\_\_ CHURCH AFFILIATION \_\_\_\_\_

DO YOU SPEAK SPANISH? \_\_\_\_\_

OCCUPATION \_\_\_\_\_

PERSON (*NOT TRAVELING WITH YOU*) TO NOTIFY IN CASE OF  
EMERGENCY \_\_\_\_\_

RELATIONSHIP TO PARTICIPANT \_\_\_\_\_ TELEPHONE (HOME) \_\_\_\_\_  
(WORK) \_\_\_\_\_ (CELL) \_\_\_\_\_

PERSON (*NOT TRAVELING WITH YOU*) TO NOTIFY IN CASE OF  
EMERGENCY \_\_\_\_\_

RELATIONSHIP TO PARTICIPANT \_\_\_\_\_  
TELEPHONE (HOME) \_\_\_\_\_ (WK) \_\_\_\_\_ CELL) \_\_\_\_\_

LIST SKILLS, HOBBIES, TALENTS YOU HAVE \_\_\_\_\_

**I am committed to serve God, the people of Honduras, and my group with love, patience, skill, and understanding. I will participate with an open heart and mind endeavoring to become a better person and a more faithful servant. I will live by the expectations of the Honduras Outreach staff and attempt to make this experience my best.**

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

**MEDICAL INFORMATION**

PERSONAL PHYSICIAN \_\_\_\_\_

TELEPHONE \_\_\_\_\_

ALLERGIES \_\_\_\_\_

CURRENT MEDICATIONS \_\_\_\_\_

KNOWN MEDICAL PROBLEMS \_\_\_\_\_

**MEDICAL CONSENT FORM: In the event that I become ill or sustain an injury while on an authorized trip with Honduras Outreach, Inc., I, the undersigned, give my permission to those in charge to take whatever steps necessary to administer needed first aid or medical treatment. I give my permission to the attending used by those in charge to hospitalize, secure proper treatment, order injections, medications, or emergency surgery in the case of emergency.**

**Date** \_\_\_\_\_

**Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

**Witness** \_\_\_\_\_

## **POLICIES OF HONDURAS OUTREACH, INC.**

**Alcohol & Drug:** Alcoholic beverages are not to be consumed by persons affiliated with Honduras Outreach mission projects while in Honduras. Consumption of alcoholic beverages while on the premises of Rancho el Paraiso is prohibited. Use of illegal drugs is forbidden by those traveling to Honduras under the auspices of Honduras Outreach, Inc. Any contact with or use of the above will result in immediate removal from the country.

**Payment:** Due to the financial constraints of the nonprofit world, Honduras Outreach, Inc. must have all group monies by the assigned dates. All incountry money must be received four weeks before the respective group's departure dates. Groups and individuals failing to comply with this policy risk losing the opportunity to travel.

**Minors Traveling:** Minors visiting the Ranch must be 13 years of age by January 1 of the year the group is scheduled to travel to Honduras and must be accompanied by same gender parent. This is a decision based on the United Methodist North Georgia Conference Policy for the Prevention of Child Sexual Abuse. The final decision regarding age criteria above **13 years** is at the discretion of the Mission Team Leader.

**Group Travel:** HOI operates as a group travel experience. Mission teams must travel together as a group from Day One of the mission week until the conclusion of the trip one week later. Due to staff and vehicle limitations, travel at any other time is not possible. Only individuals whose paperwork and payment have been received by the four week deadline will be allowed to travel. No additional team members can be added after the four week deadline

**Community Development / Mission Trip Requests:** The Community Development Program is specifically designed to train residents in problem solving, teamwork, and planning. It addresses needs in village infrastructure, education, spiritual growth, health and hygiene, agriculture and economic development. This program is designed to teach and encourage the people to be independent rather than dependent. Therefore, please adhere to the following: Gifts of cash directly to villagers or to a Ranch employee are prohibited and jeopardize the staff member's employment. If you wish to assist a village financially or through a specific project please contact the Atlanta office. Since projects in each village have been identified and prioritized by the villagers themselves, something we see as a priority may differ from what the actual village has identified as a priority. We have established the No Village Left Behind Fund as an avenue for assisting all villages in meeting their priorities both those hosting mission teams and those not hosting teams. Though we condone communication with the Ranch staff on a personal level, specific requests and arrangements involving a mission trip are prohibited (i.e., work projects, village specifics, number of children, number of families, number of students, specific medical plans, etc.). Any special arrangements or requests must be initiated prior to the mission trip with the Mission Program Coordinator in Atlanta. We may already have the information requested. If not, the Program Coordinator will communicate with the appropriate Honduran staff member and relay the response to you. Every effort will be made to accommodate requests.

**Missioner Agreement:** I, \_\_\_\_\_, as mission team member with \_\_\_\_\_, have read and understand the Policies of Honduras Outreach. I will adhere to these rules while visiting Honduras and upon return to the US. Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Dear Physician,

Your patient identified below plans to accompany a group visiting Rancho el Paraiso and/or other locations near San Esteban, Honduras, in Central America for a period of at least one week. Rancho el Paraiso is a working farm located in rural, central Honduras. The visit to the ranch and other places in Honduras will involve travel on domestic and international air carriers, as well as buses and possibly other land transportation. Routine communications with the ranch are not possible, and emergency communications are unreliable. Food borne illnesses are common in Honduras, and municipal system water is not safe to drink. Medical services, particularly emergency services, consistent with North American standards are *not* available, and the nearest hospital is located several hour's drive from the ranch. Activities at the ranch and during the visit may include vigorous athletic and other strenuous physical activities in connection with home improvement and other projects at and near the ranch. Honduras Outreach, Inc., a Georgia nonprofit corporation that owns and operates Rancho el Paraiso, requires that each prospective visitor to the ranch obtain the following statement from his / her physician.

Thank you,  
Honduras Outreach, Inc.

**PHYSICIAN'S STATEMENT**

To Honduras Outreach, Inc.:

Based on my examination and familiarity with the medical history of \_\_\_\_\_ and the information set forth above, I am aware of no reason he or she should not travel to Honduras and to Ranch el Paraiso or, except as noted below, participate in vigorous physical activities.

Limitation on activities \_\_\_\_\_  
\_\_\_\_\_

Medications: \_\_\_\_\_  
\_\_\_\_\_

Physician's signature: \_\_\_\_\_

Print name: \_\_\_\_\_ Date: \_\_\_\_\_

Team Name: \_\_\_\_\_ Travel date: \_\_\_\_\_

Honduras Outreach, Inc.

## HONDURAS OUTREACH MISSION TRIP EVALUATION

NAME \_\_\_\_\_ Travel Date \_\_\_\_\_

ADDRESS \_\_\_\_\_ Dates of Previous Trips \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

TELEPHONE (HOME) \_\_\_\_\_ (WORK) \_\_\_\_\_

EMAIL \_\_\_\_\_ Mission Team Name \_\_\_\_\_

DO YOU SPEAK SPANISH? \_\_\_\_\_ OCCUPATION \_\_\_\_\_

1. How did you learn about the HOI Mission Trip and what motivated you to join the team?

\_\_\_\_\_

2. What type of orientation did you receive prior to your trip and by whom?

\_\_\_\_\_

3. What were your personal & team goals on this trip? \_\_\_\_\_

Were they achieved? \_\_\_\_\_ Why or why not \_\_\_\_\_

4. Did your personal goals change during the mission experience? \_\_\_\_\_ Explain: \_\_\_\_\_

\_\_\_\_\_

5. Were your expectations of the mission week reinforced? \_\_\_\_\_ Changed? \_\_\_\_\_ How? \_\_\_\_\_

\_\_\_\_\_

6. Did you have a team spirit or a feeling of community during your mission week? \_\_\_\_\_ Why or why not?

\_\_\_\_\_

7. Did your work situation measure up to your expectations? \_\_\_\_\_ If not, why not? \_\_\_\_\_

\_\_\_\_\_

8. What onsite orientation did you receive? \_\_\_\_\_

In what way would you improve it? \_\_\_\_\_

\_\_\_\_\_

9. Was there good coordination with the local personnel? \_\_\_\_\_ Explain: \_\_\_\_\_

\_\_\_\_\_

10. How would you improve your work situation? \_\_\_\_\_

\_\_\_\_\_

11. Did you find your accommodations satisfactory? \_\_\_\_\_

12. Did you find the food generally good, adequate, or poor? \_\_\_\_\_

13. If given the opportunity, would you participate in a mission trip with Honduras Outreach again? \_\_\_\_\_

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Additional Comments:

Please complete and return within 14 days of the end of your mission trip to:

Mission Program Coordinator

Honduras Outreach, Inc. 4105 Briarcliff Road N.E. Atlanta, Georgia 30345

***Indemnification, Release and Covenant by Parents or Guardian of Minor Visitor***

Both parents or legal guardians of each visitor to the ranch who is under 18 years of age should read carefully and must sign the following Covenant Not to Sue, Release and Indemnification.

**INDEMNIFICATION, RELEASE AND COVENANT AGREEMENT**

I/We, the parent(s) or guardian(s) of the minor identified above (the "Minor"), in consideration of his or her being permitted to visit Rancho el Paraiso, and/or engage in Honduras Outreach activities, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, acknowledge that I / we have read and understand the dangers identified above and the information set forth above about Rancho el Paraiso, Honduras and activities in Honduras, and I / we hereby agree: (1) to indemnify and hold forever harmless Honduras Outreach, Inc., its officers, directors and employees (collectively, the "Releasees") against loss from any and all claims, demands or actions in law or in equity that may hereafter at any time be made or brought by the above identified minor or by anyone on behalf of him or her for the purpose of enforcing a claim arising out of or in connection with the visit or associated activities or travel and (2) to waive and release the Releasees from, and covenant not to sue any of the Releasees asserting, any claim, right or cause of action of any kind whatsoever, arising as a result of the visit or associated activities or travel by the Minor, which I/we may ever have. This Agreement shall be binding on me/us and my/our heirs, executors, legal representatives and assigns and shall be governed by the internal laws of the State of Georgia, and any litigation between me/us and the Releasees pertaining to any of these matters shall be brought and conducted solely in the Superior Court of DeKalb County, Georgia.

Signed, under seal, on the date(s) shown below:

Signature: \_\_\_\_\_(SEAL)

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

Relationship to Minor Visitor: \_\_\_\_\_

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

Signature: \_\_\_\_\_(SEAL)

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

Relationship to Minor Visitor: \_\_\_\_\_

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

**SUGGESTED  
ITEMS FOR DONATION**

***For the Kindergartens***

Glue  
Pencil Erasers  
White paper  
Wide rule, spiral notebooks  
Construction paper  
Small scissors  
Blackboard eraser  
Toys, Play Dough, Puzzles  
Cloth Hand towels  
Paint brushes  
Crayons, markers  
Pencil Sharpeners  
Metric Rulers  
Coloring & water coloring books  
Water colors  
Tempera Paints  
Spanish language songbooks  
Tape (any color, any kind)  
Soap (bar, removed from the packaging)  
Toothpaste (6.4 oz., removed from the packaging)  
Spanish language posters to decorate school room  
Staplers & staples (regular and heavy duty)  
Games , such as BINGO, Animal bingo, The Original Memory Game, flashcards in Spanish, Twister, Chutes & Ladders, and Candyland

***For the Primary Schools***

“College ruled” spiral notebooks (containing 100 pages each)  
· “composition style” notebooks for elementary students  
· Spiral notebooks for middle school students  
pencils, colored and regular  
pencil erasers  
pencil sharpeners  
small scissors  
Spanish language maps  
Spanish language globes  
Spanish language books  
glue  
construction paper  
metric rulers  
hygiene kits  
balls, especially soccer balls size 5

**HONDURAS OUTREACH TEAM NONMEDICAL  
SUPPLY DONATION FORM**

Group Name:

Travel Dates:

**ITEM QUANTITY VALUE**

## USEFUL SPANISH PHRASES

My name is\_\_\_\_\_. Me llamo\_\_\_\_\_.

I don't speak Spanish. No hablo español.

What is your name? ¿Como se llama?

I am hungry. Yo tengo hambre.

I am thirsty. Yo tengo sed.

Can I help? ¿Puedo ayudarle?

What time is it? ¿Que hora es?

How much does it cost? ¿Cuanto cuesta?

Where can I find it? ¿Donde puedo encontrarlo?

What time do we leave? ¿A que hora salimos?

May I take your picture? ¿Puedo tomar su foto?

Thank you. You are welcome. Gracias. De nada.

Good morning. Buenos dias.

Good afternoon. Buenas tardes.

Good night. Buenas noches.

I need a receipt, please. Necesito un recibo, por favor.

Here is a gift for you. Este es un regalo para usted.

Do you have a Bible? ¿Tiene usted una Biblia?

Jesus loves you. Cristo te ama.

Hello! Good bye! ¡Hola! ¡Hasta la vista! (¡Hasta luego!)

May the food do you good! Buen provecho.

(said to a group of diners already seated when you enter the room)