



The Kenya Project for Education and Spiritual Growth, Inc.

Individual Mission Trip Application

TRIP DATES: _____

TRIP LEADER (S): _____

NAME: _____

DATE OF BIRTH: _____ GENDER _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE (Home): _____ (Work): _____ (Cell): _____

EMAIL: _____

CHURCH and/or ORGANIZATION AFFILIATION: _____

RETURNING PARTICIPANT? _____

FULL NAME AS SHOWN ON PASSPORT (Please Print Clearly):

PASSPORT NUMBER (Please Print Clearly):

PASSPORT ISSUE DATE: _____

PASSPORT EXPIRATION DATE: _____



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Individual Mission Trip Application, Continued

OCCUPATION: _____

LIST SKILLS, HOBBIES, TALENTS: _____

BRIEFLY EXPLAIN HOW YOU HEARD ABOUT THIS MISSION TRIP AND WHY YOU WANT TO GO TO KENYA: _____

PLEASE SHARE YOUR PERSONAL AND SPIRITUAL GOALS FOR THIS TRIP:



MEDICAL INFORMATION

PERSONAL PHYSICIAN: _____

PHONE: _____

INSURANCE CO. AND POLICY #: _____

PHONE #: _____ **SUPPLEMENTAL TRAVEL: YES** ___ **NO** ___

A copy of your current immunization record must be attached to this application.

KNOWN MEDICAL PROBLEMS: _____

**PRESCRIPTION MEDICATIONS CURRENTLY TAKING AND STRENGTH OF
MEDICATION:** _____

ALLERGIES (Food and Medication): _____

DIETARY RESTRICTIONS: _____

PERSON TO NOTIFY IN EMERGENCY: _____

RELATIONSHIP _____

PHONE (Home): _____ **(Work):** _____ **(Cell):** _____

E-MAIL: _____



MISSION TRIP COVENANT

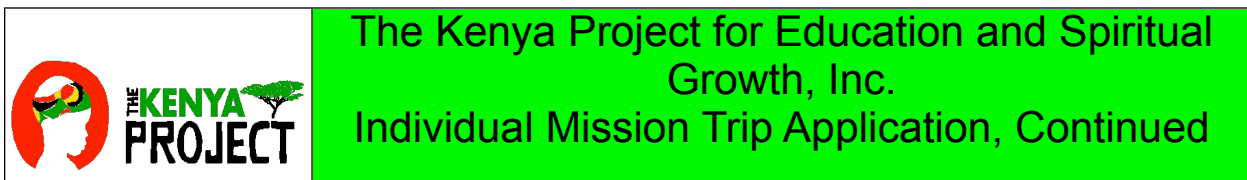
1. I realize that the following elements are critical to the effectiveness, quality and safety of our mission trip to Kenya sponsored by _____ and hosted by The Kenya Project. As a member of the group, I have read these covenant statements below and agree to abide by the following statements:
2. I am a guest working at a mission site hosted by The Kenya Project and its partners in Kenya.
3. I have come to serve. I may come across procedures that I think are inefficient or attitudes that I find close-minded, however, I will resist the temptation to inform my hosts about how I would do things. I will be open to learning other people's methods and ideas.
4. I understand The Kenya Project is a faith-based Christian organization whose purpose is: to provide opportunities for the children of Kenya through Christian ministry, mission work and the provision of resources and facilities for their education, health and spiritual development.
5. I will maintain an attitude of honor, dignity and respect towards the hosts, my teammates and team leaders.
6. I will support my team leader and his or her decisions.
7. I will not leave my assigned area or service or separate myself from my assigned group without first obtaining permission from the team leader or my group leader. *I WILL ALWAYS HAVE AT LEAST ONE OTHER TEAM MEMBER WITH ME IF I AM AWAY FROM THE GROUP.*
8. I will refrain from gossip and criticism.



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9. I will refrain from complaining. I acknowledge that participating in a trip to Africa can present numerous unexpected and undesired circumstances, such as logistical changes. However, the rewards of conquering such circumstances are immense.

10. I will respect the on-going work being conducted at Mountain Park Academy and the other organizations, churches or people with whom we are working. I realize that our team is here for just a short while, but that the local people are involved in the long-term, thus I will respect their knowledge, insights and instructions.
11. I will refrain from political comments or discussions concerning our host country's politics and culture.
12. I will abstain from any behavior or practice that is not conducive to the values and objectives of the community I am serving.
13. I will abstain from alcohol, tobacco and illegal drug use during the ENTIRE trip.
14. I will not engage in any inappropriate displays of affection that could be deemed as offensive by our hosts and in the Kenyan culture. Relationships between team members should not detract from the overall purpose of the trip.
15. I will adhere to the instructions I am given concerning attire, eating and drinking and other such traditions that will help me assimilate into the local community. Refer to the team-packing list for appropriate clothing.
16. I am committed to serve God, the people of Kenya 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 give this experience my best.



17. Any infringement of these rules could result in my being sent home early and any additional costs will be my responsibility.

Signature _____ Date _____

DO NOT WRITE BELOW THIS SPACE

Date of Board Review: _____ Request Approved: Yes _____ No _____

Comments: _____

Primary Team Assigned: _____

If approved, Name of Board Member Assigned: _____

Signature of Board Member Required: _____

Deposit Received: _____ Date; _____

Trip Paid in Full: _____ Date: _____

After Approval, Date 4 copies of these documents were received,:

Application: _____ Waiver: _____ UMVIM _____ State. Dept.: _____



The Kenya Project for Education and Spiritual Growth, Inc.
Assumption of Risk, Waiver of Liability, Release and
Covenant Not to Sue and Authorization & Release

IMPORTANT: *This is a binding legal document, please read and understand the document before signing.*

The **Participant** _____ (name) desires to participate in a short-term mission trip (hereinafter the "Mission Trip") sponsored by _____ and hosted by **The Kenya Project for Education and Spiritual Growth, Inc.**, a Georgia non-profit organization (hereafter "**The Kenya Project**"), which is providing assistance in arranging this Mission Trip. In consideration of being permitted to participate in this Mission Trip, the Participant/Undersigned acknowledges and agrees as follows:

ASSUMPTION OF RISK: The Participant, of his or her own free will, desires and agrees to participate in the Mission Trip and has read and understands the following:

1. The Mission Trip will be to a relatively inaccessible village of of East Africa about 20 miles outside of Nakuru, Kenya. It is important that Participant be in good health and understands the risks and conditions associated with a mission trip. In exchange for the opportunity to be a part of this Mission Team, all participants should have a clear understanding of conditions and inherent risks.
2. The Participant/Undersigned understands that international travel and missions involve inherent risks, hazards and dangers, including but not limited to---foreign, political, social and economic conditions which are different than the United States and which can change in an unpredictable manner, differing standards of design, safety and maintenance of buildings, public spaces and transportation, varying quality of available medical treatment and differing health, safety, legal, cultural and religious beliefs and conditions, poor and/or inadequate water and sanitation, the hazards of traveling by air, automobiles and other conveyance, the possibility of accident or illness in remote places, civil unrest, war, forces of nature---all of which could cause serious personal injury or loss of life to the Participant and/or loss of or damage to property. Routine communications to and from home may be difficult. This Mission Trip has been planned with the health and safety of participants in mind. However, each Participant must share and accept responsibility for protecting their own health and safety by taking appropriate precautions before and during the trip, observing common sense and safety guidelines and following the instruction of Mission Team leaders.
3. The Participant will be engaged in various work activities, including teaching and construction involving various levels of physical activities. The Participant/Undersigned understand that we have recommended that he/she consult with your personal physician before your trip to obtain all appropriate vaccinations and protective medicines. We recommend that each participant have a physical within the 12 months prior to travel. You may schedule a visit to your local health department for appropriate vaccinations.

WAIVER OF LIABILITY. In Consideration of the opportunity to Participant by The Kenya Project and in recognition of the possible hazards, which I voluntarily subject myself to in traveling and working outside the United States to visit and work in Kenya, East Africa, Participant/Undersigned acknowledges that they have read and understand the information set forth below.

1. The Participant/Undersigned agrees to assume all risk for any personal injury, loss of life to Participant or property loss or damage.

Initials _____



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Assumption of Risk, Waiver of Liability, Release and
Covenant Not to Sue and Authorization & Release,
Continued

2. The Participant/ Undersigned understands that The Kenya Project is not responsible for any medical expenses incurred before, during or after the Mission Trip.
3. The Kenya Project and/or representatives thereof, may take any action it considers to be warranted under the circumstances regarding Participant's health and safety, and the Participant/Undersigned agrees to release The Kenya Project from any liability in connection with such action.
4. The Participant/ Undersigned understands and agrees that The Kenya Project does not represent or serve as agent for and cannot control the acts or omissions of transportation carriers, hotels and other suppliers of goods and/or services in connection with the Mission Trip. The Participant/Undersigned agree that The Kenya Project is not responsible for any personal injury to or loss of life of the Participant or loss or damage to the Participant's property that may be caused or contributed to by the act of omission by any suppliers of goods and/or services in connection with the Mission Trip.
5. The Participant/Undersigned agrees that the Participant/Undersigned bears the sole responsibility for any and all travel expenses incurred in the event The Kenya Project finds it necessary to send the Participant home prior to the scheduled departure date, whether for health or physical limitations or inappropriate or immoral behavior during the Mission Trip.

RELEASE AND COVENANT NOT TO SUE. For and in consideration of The Kenya Project's assisting in the Mission Trip, and in recognition of the possible hazards of international travel and missions work, and other good and valuable consideration, the receipt, adequacy and sufficiency of which is hereby acknowledged, the Participant/Undersigned for himself or herself, and his or her personal representatives, assigns, heirs, distributees, guardians and next of kin (herein the "Releasors") does hereby knowingly, freely and voluntarily agree as follows:

1. Releasors hereby irrevocably and unconditionally releases, waives, acquits, covenants not to sue and forever discharges The Kenya Project and its affiliates, subsidiaries, divisions, members, trustees, officers, agents, directors and employees (herein the "Releasees") of any and all claims, demands, rights and/or causes of action of whatever kind or nature now or hereafter existing whether known or unknown, including but not limited to liability to the Releasors on account of foreseen or unforeseen bodily and personal injuries, damage to property, and the consequences thereof, including death, resulting from Participant's participation in, or in any way connected with Releasees, whether caused by or related in any way to the negligence of Releasees or otherwise, including any claim or causes of action I may in the future have against any of them arising out of or in connection with the Mission Trip.
2. The Participant/Undersigned acknowledges that he or she has read this entire document and has had the opportunity to ask questions concerning this document before signing, that no oral representations, statements or inducements apart from the foregoing written agreement have been made to the Participant/ Undersigned, and that he or she voluntarily signs the same, thereby agreeing to be bound by all of the above.

AUTHORIZATION & RELEASE. I hereby authorize and give permission for photographs, video and other forms of media to be taken of Participant as a participant of the Mission Team, including the right of Kenya Project to use, display, publish and copyright for purposes consistent with the promotion and marketing of the
Initials _____



The Kenya Project for Education and Spiritual Growth, Inc.
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Continued

mission and work of Kenya Project and other legitimate purposes, in any medium now known or hereafter devised, without restrictions as to timing, frequency or duration, including my voice, images, videos, photographs and other likenesses, in which Participant may be included in connection with the planning and

participation in the Mission Team.

PARTICIPANT: Signature _____

Printed Name _____ DATE: _____

TWO WITNESSES:

1. Signature _____

Printed Name _____

2. Signature _____

Printed name _____

IMPORTANT: Married Participants and Participants under 18 years of age, please complete the following section with parent, guardian or spouse as applicable:

SIGNATURE OF PARENT/GUARDIAN REQUIRED FOR MINOR PARTICIPANTS--SIGNATURE OF SPOUSE REQUIRED FOR MARRIED PARTICIPANTS

I have read this Assumption of Risk, Waiver of Liability, Release and Covenant Not to Sue signed by my spouse/ minor - child/ward, and in consideration of the premises stated and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, I, on behalf of myself and other Releasers, hereby irrevocably and unconditionally release, waive, acquit, covenant not to sue and forever discharge the aforementioned Releasees of and from all claims, liabilities, damages or loss arising out of, or in any way relating to, participation by my spouse/minor --child/ward in such activities incurred on, about or in connection with the Mission Trip. If this covenant not to sue is signed by me as a parent/guardian, it is a relinquishment not only of my rights, but also the rights of my minor child/ward.

THIS MUST BE NOTARIZED FOR A CHILD UNDER THE AGE OF 18.

UNDERSIGNED:

Signature _____ **(SEAL)**

Date _____ **Print Name** _____

and indicate as follows: ___ Spouse ___ Parent ___ Guardian

Initials _____

US Embassy Registration Form

United Nations Avenue, Nairobi, P. O. Box 606 Village Market, 00621 Nairobi, Kenya, Email: kenya_acs@state.gov
Embassy Switchboard: 363-6000 Fax: 363-3410 Embassy Emergency After-Hours Line: 0722-204-445

Kenya Mission Trip 2013

Millions of Americans travel abroad every year and encounter no difficulties. However, U.S. embassies and consulates assist nearly 200,000 Americans each year who are victims of crime, accident, or illness, or whose family and friends need to contact them in an emergency. When an emergency happens, or if natural disaster, terrorism, or civil unrest strikes during your foreign travel, the nearest U.S. embassy or consulate can be your source of assistance and information. By registering your trip, you help the embassy or consulate locate you when you might need them the most. Registration is voluntary and costs nothing, but it should be a big part of your travel planning and security. To facilitate the registration process, please fill out the following information:

Traveler's Information

Name as it appears on Passport: _____

Phone #: _____ Email: _____

Address (Street, City, State, and Zip Code):

Mother's Maiden Name: _____ Date of Birth: _____

Employer/Occupation: _____

Passport Information

Passport #: _____ Agency Issuing Passport: _____

Date of Issue: _____ Date of Expiration: _____

Emergency Contact Information

Name: _____ Relationship: _____

Phone #: _____ Alt. Phone #: _____ Email: _____

Address (Street, City, State and Zip Code):

In Case of Emergency Disclose Information to:

___ family members ___ friends ___ media ___ members of congress

___ legal representative ___ medical representative

Name: _____ Name: _____

Phone #: _____ Phone #: _____



United Methodist Volunteers In Mission
Southeastern Jurisdiction Office of Coordination
 315 West Ponce de Leon Avenue, Suite 750
 Decatur, Georgia 30030

Phone: 404-377-7424
 FAX: 404-377-8182
 EMAIL: sejinfo@umvim.org
www.umvim.org

INT. MISSIONER PROFILE AND RELEASE OF CLAIM

This form is for teams traveling to projects outside the USA. Each team member must complete this form, and a packet of all team members' Missioner Profiles must be sent to the UMVIM, SEJ office at least two weeks before departure.

Team Leader _____	Departure Date _____
Project Name _____	
Location & Country _____	Return Date _____
Legal Name _____	Nickname _____
First _____ Middle _____	
Last _____	
Address _____	Work Phone _____
	Home Phone _____
	Fax _____
	Date of Birth _____
City _____ State _____	Sex _____
Zip _____	
Email _____	
Occupation _____	
Employer _____	
Conference _____	Emergency Contact _____
District _____	Relationship to you _____
Local Church _____	Emer. Contact Ph# _____

The following guidelines are recommended by the UMVIM, SEJ Board of Directors for all missioners, both team members and individual volunteers. Volunteers in mission are not tourists; they go at the invitation of another church as guests. It is extremely important to be willing to adjust to the expectations of the host church. Therefore, in consideration of the opportunity to participate in the project described above as a volunteer, and in consideration of other obligations incurred by the mission organization, please review the following agreement and sign below:

- I agree to share my faith in an appropriate Christian manner.
- I agree to cooperate at all times with the team leader concerning our work and life together including daily assignments, food, lodging, and transport and to stay with the team from beginning to end.
- I agree to abstain from offensive habits while on the mission. **(The use of alcohol and tobacco is unacceptable for Christians in many countries)**
- Further, I hereby release and discharge the mission organizations which assisted in these arrangements, their agents, employees, and officers, from all claims, demands, actions, judgments, and executions which I ever had, or now have, or may have, or which my heirs, executors, administrators, or assigns may have or claim to have, against the mission organizations, their agents, employees, and officers, and their successors or assigns for all personal injuries to property, real or personal, caused by, or arising out of, the above described mission service. I intend to be legally bound by this statement.
- I hereby acknowledge that by engaging in this mission, I am subjecting myself to certain risks voluntarily, including and in addition to those risks which I normally face in my personal and business life, including but not limited to such things as health hazards due to poor food and water, diseases, pests, and poor sanitation; potential danger from lack of control over local population; potential injury while working; and inadequate medical facilities, etc.
- I agree to abide by the UMVIM, SEJ Safe Sanctuary Policy, viewable at: <http://www.umvim.org/newsite/umvim/web-content/Pages/about/safesanctuary.html>

The validity, construction and interpretation of this **MISSIONER PROFILE AND RELEASE OF CLAIM** form shall be governed by and construed in accordance with the domestic laws of the state of Georgia, in which the UMVIM SEJ office and our insurer, the CMA Agency, Inc. are located.

In witness whereof, I have executed this agreement and this release at

(city & state)

Date

Signature



The Kenya Project for Education and Spiritual Growth,
Inc.

Recommended Packing List

For travel to and from Kenya:

- Passport/Airline Tickets (include 4 copies-one to keep in your carry on, one for your team leader, one for your Travel Team Leader and one for the Kenya Project Missions Coordinator)
- A passport holder that goes around your neck and under your cloths - not in a waist pack.
- 2 Suitcases (Max 50 lbs. each): 1 for Personal Items, 1 for Team supplies and materials
Depending on the airline, the max weight of luggage will have to be checked with each trip.
- 2 Carry On Bags** – 1 carry on bag and 1 additional personal article (purse, back-pack or small camera or computer bag) Note: Must Meet Airline Size (Check websites) They are very strict about the size of these bags and the personal bag must fit under the seat in front of you or the overhead if seated on a bulkhead seat. **** Carry enough clothes and toiletries in your carry on bag for 3 days**
- **Personal medications** including Malaria pills and over-the-counter medication for headache, joint aches, anti-diarrhea (Imodium or Pepto-Bismol) and stomach ache medication in your **carryon. Prescriptions should be in the original bottle with your name on it.** Band-Aids and antibiotic ointment (place in your bags with liquids and gels) **All liquids or gels must be less than 3 ounces each and fit in one quart-sized Ziploc bag.**
- Yellow Immunization Card or other approved immunization record (include 4 copies-one to keep in your carry on, one for your team leader, one for your Travel Team Leader and one for the Kenya Project Missions Coordinator)
- Spending money for travel, meals and souvenirs between \$200-\$300 depending on how many people you want to buy a souvenir for.
- Label your luggage inside and out. If your luggage tags fall off, the labeling on the inside can help identify your bag.
- Scan your legal documents and email them to yourself; you will be able to access them by logging into your email account if you should need a copy of them.
- Bring extra ziploc type bags. If something leaks, you will be glad you have extra bags. Besides, they are always handy to have along with you.
- Consider a backpack as your carry-on. Backpacks are great and allow you to have both hands free as you maneuver airports. Keep lighter items on the bottom of your backpack; it saves your lower back from strain.
- Have a change of clothes in your carry-on if your luggage is delayed.

- Split up your valuables between different pockets/compartments. Keep a spare credit card in a safe place.

Clothing: The area we will be in has conservative dress codes. Men's and women's shirts should have sleeves and pants should not be tight, skirts or shorts should be close to knee length or longer.

- Casual Clothes: __ days (while at the school you can wear jeans or work pants and shirts. [\(Varies by length of trip\)](#))
- Church Clothes: __ days (knee length or longer skirt & blouse or dress for ladies; pants and tie for men) [\(Varies by length of trip\)](#) **Women: no short sleeve shirts and pants are not acceptable in church in the Kenya culture**
- Comfortable Travel Clothes: 2 days
- Walking Shoes, Sunday Shoes, Extra athletic shoes (in case your main pair gets wet)
- Light weight Jacket and/or Rain Poncho & Hats for sun protection when out walking

Toiletries:

- Insect repellent with a high concentration of DEET (25% or higher), Sunscreen and Chapstick
- Shampoo, Shower shoes and Soap (Bar or Soft Soap) Hair dryers are in the dorm.
- 2-3 **LARGE** Bath Towels and Wash Cloths
- Toothbrush and Toothpaste
- Hand Sanitizer, Wet Wipes (no sinks at the school building)
- Ziploc Baggies, Quart Size and Plastic Trash Bags for Dirty Laundry
- 2 Rolls of toilet tissue

BOOKS /MOVIES YOU MAY WANT TO READ OR SEE PRIOR TO YOUR TRIP:

- Father of the Fatherless by Dr. Charles Mulli
- The Constant Gardener
- Poverty and Promise by Cindi Brown
- We Are All the Same (Wooten)
- Nowhere In Africa
- The End of the Spear by Steve Saint
- Miracle at Tenwek by Greg Lewis
- Left To Tell by Immaculee Ilibagiza
- To Africa With Love by DR. James Foulkes
- Walking His Trail by Steve Saint
- I Laugh So I Won't Cry by Helena Halperin
- Out of Africa
- When Healing Hurts by Steve Corbett and Brian Fikkert
- It's Not Okay With Me by Janine Maxwell

Miscellaneous Needed Items

- Flashlight with **extra batteries** is a must!
- Camera, Film or spare memory cards and Batteries
- Bible, Journal, and Pen for Devotion preparation
- Between Meal Snacks, if desired for self and to share with your hosts and other team members (nuts, crackers, candy and peanut butter are good choices - **peanut butter must be packed in checked luggage – it's a gel to security inspectors**)
- Small Pillow
- A team cell phone is available with all teams. Contact numbers are provided to all teams.

Note Cards for thank you notes

Team Materials: Items needed for planned team activities

AK Individual Mission Application Packet 01/23/2013