



NCCC Mission Trips

Basic Preparation Information



Preparing for a mission trip can be intimidating, but if we remember two things then we don't have anything to worry about.

- God has called us to go and we can trust Him to lead us, provide for us, and take care of us.
- If we work and plan ahead then we will be prepared for what is to come and will be able to avoid most of the difficulties that may arise.

This document will answer many frequently asked questions about preparing for a mission trip. Read through it carefully and feel free to contact Pastor Jeremy or Caitlin Lantz if you have any questions.

PASSPORTS

Passports are now required for most travel outside of the USA, including to Canada and Mexico. You also need to submit a copy of your passport to your trip leader. If you already have a passport, please double check the expiration date—don't be surprised at the airport! The processing time for routine passport applications is four to six weeks from receipt of application, although last year there was a backlog of several months due to a change in the law. We recommend that you apply for a passport as soon as you decide you are going to go out of the country, or four to six months in advance. PLEASE NOTE that if your passport expires within six months after the time you intend to travel out of the country, you may be denied entry at the border, so you should apply for a passport renewal before your trip.

Passports for those 15 and younger are valid for five years and cost a total of \$82 (a \$30 processing fee and a \$52 application fee). Passports for those 16 and over are valid for ten years and cost a total of \$97 (a \$30 processing fee and a \$67 application fee). You can apply for a passport at most post offices and at the county clerk's office, but you should call ahead to determine passport acceptance times as they do sometimes differ from normal office hours.

To apply for a passport you need:

- To appear in person at a passport acceptance facility.
- A completed passport application (do NOT sign it: your signature must be witnessed by the acceptance agent)
- Proof of US citizenship: official birth certificate (not a copy), or a previous passport
- Proof of identity: a previous passport, driver's license, naturalization certificate, government ID, or military ID
- Two passport photos: these can be taken and purchased at many stores including Kinko's, Wal-Mart, Meijer, and other photo processing centers.
- The applicable fee (\$30 processing fee plus a \$52 application fee for those 15 and under or \$67 application fee for those 16 and over)
- Additional requirements for minors under the age of 14:
 - Prove evidence of the child's relationship to parents (a birth certificate showing parents' names or adoption decree with adopting parent's names are acceptable; see the website for other acceptable means)
 - Both parents must be present and prove their identity (driver's license, passport, government ID, etc.)
 - Present parental permission: both parents come and sign together, one parent comes with a notarized statement of consent from the other parent, or documentation is provided proving soul authority (court order granting sold custody, death certificate of other parent, etc.)
- Additional requirements for minors between 14 and 17:
 - Parental consent may be requested.
 - If the minor does not have ID of his own, a parent must present ID.

More passport information is available at: http://travel.state.gov/passport/passport_1738.html.

IMMUNIZATIONS

It is your responsibility to ensure that you have the proper immunizations and medical treatments necessary for the trip. As every destination varies greatly and we are not health experts, we advise that you check ask your doctor what immunizations you need for your destination.

Generally, we ask that you be up to date on your "school shots" and have a tetanus shot within the last ten years. We also recommend but do not require immunizations for hepatitis A and B. If you are personally opposed to receiving immunizations, you may still participate in a NCCC mission trip if you complete an immunization waiver. A waiver will be provided at your request.

INSURANCE

Proof of health insurance that will cover you in the destination country is required. Check your current health insurance plan to verify your coverage. If you do not have international coverage or would like additional coverage you can purchase insurance meant specifically for short term missionaries. In the past we have together purchased a group insurance plan that provided \$1,000,000 of coverage with a \$0 deductible for less than \$20 a week per person. We will likely do this again for those interested.

LANGUAGE

It is always helpful to be able to learn someone's name, tell them Jesus loves them, find out where the bathroom is, and ask how much a souvenir costs. To do that requires a basic knowledge of the language of the destination country. You may purchase a CD or other self help course, take a foreign language class or get together with someone who speaks the language. Since we have traveled primarily to Spanish speaking countries, we have posted on our website some basic words and phrases as well as the plan of salvation in Spanish. Regardless of what tools you use, make sure you take some time before you go to learn some of the language. Then when you are there, be willing to try it out, make mistakes, laugh and learn along the way.

FUNDRAISING

The most important fundraising tip is to work and save for what God has called you to do. We recommend looking for extra jobs and setting aside the money for your trip. You may also choose to write support letters to ask for job opportunities, financial support, and prayer support from your friends and family. On our website you can find tips for writing a good support letter and download sample letters to get you started. In addition to personal fundraising, we will have several team fundraisers and the money we raise from each will go toward the trips of those who helped with that specific fundraiser.

In order for donors to receive a tax receipt, the donation must be made payable to New Covenant Christian Church. If it is not on a check, we will also need the address and phone number so we know where to mail the receipt. Unless otherwise requested, all tax receipts will be sent out at the end of the calendar year.

UPDATES

We have a NCCC Mission Trip website. We will regularly update the site with team calendar updates, past meeting agendas, and other trip specific information. You can also find downloads for a trip application, basic Spanish, support letters, and more. In addition, you can find things like additional preparation information, packing lists, videos from past trips, and applicable links. Bookmark the site and become familiar with it, as it can assist you in your preparation. To find it, go to www.ncccweb.org, then click on "Mission Trip Site" on the right hand side.