



Welcome!

Thank you for choosing HOI as your international mission partner! As we reflect on changes and improvements in the lives of the people and communities we have served in the Agalta Valley over the past quarter century, we praise God for guiding this amazing ministry. We are also grateful to the mission teams and thousands of volunteers who have given of themselves to join in this work over the past 27 years.

We acknowledge that because of the leadership and guidance from God and the generosity of teams and individuals like you, the journey has enjoyed success. Over the past two years, we have also seen our partnerships in Nicaragua and southern Honduras continue to grow. Please call our office or visit our website for more information about these two locations.

We have seen how the partnership between HOI mission teams and Agalta Valley residents benefits the lives of everyone involved. Thank you for becoming a part of the transformation!



With your help, 2017 is going to be another transformative year!



Table of Contents

The following sections and documents are included in this portfolio:

- 01 – Welcome, Table of Contents, What's News, & Emergency Contact Information
- 02 – Team Leader Section (guidelines for the group leader regarding trip preparation and deadlines)
- 03 – Team Leader Worksheet (gives HOI an overview of the mission team)
- 04 – Team Member Section & FAQ's (itinerary for mission week, packing list, HOI rules)
- 05 – Individual Team Member Paperwork (must be completed, signed, & have passport copy attached)
- 06—Medical Personnel Section (list of responsibilities & first aid kit requirements)
- 07—Pharmaceutical Request List & Donation Form
- 08—School Supply Pre-order form & Donation Form
- 09 – Additional Activities with the Community (information about VBS, useful Spanish words/phrases, information about cooking demos, and more details about Family Prayer Visits)

What's New in 2017:

- All paperwork and payment is due to HOI **six** weeks prior to a mission team's travel date.
- We are now offering the option to attend a church service out in the Agalta Valley on Sunday. Please refer to Section 02, page 6 for more information.
- The Ranch has a much more reliable internet system now (however, electricity is a different story! If the power goes out, please know we will not cut the generator on just for wifi). Be sure to set ground rules for your team on internet usage so that it is not a distraction during your week of service. Since the internet is more reliable, we will be charging \$40 per team again for those who wish to have internet access at the Ranch.
- We have expanded/better explained the options for additional activities to partake in with the community. Please look over Section 09 to learn more.
- You can now order piñatas made by HOI's Elementary School students for your Thursday fiestas! More information is found in Section 02, page 7.
- Devotional resources will be available on HOI's website beginning in November 2016. Please consult HOI's website or the Missions Coordinator for more information.

Reminder!

- Please remember there is a specific format for rooming lists that must be followed. More info is found in Section 02, page 2.



EMERGENCY CONTACTS & PROCEDURES

****Please leave a copy of this page with your emergency contact person in the U.S.****

HOI, Tucker, Georgia
Regular office hours are 9 a.m.-5 p.m. E.S.T., Monday-Friday
Telephone numbers: 404-327-5770 ext. 105 or 103
After hours: Morgan Leary 757-345-9154

- If an emergency arises with the group or with a team member while you are in Honduras, our Honduran staff will contact the US office immediately. The US office will contact the church or the person listed as the Emergency Contact on the team member's Profile. Please do not contact anyone in the States directly before notifying ranch personnel as this can lead to unnecessary confusion and anxiousness on the part of the people at home.
- 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 US office. We will contact our staff in Honduras who will apprise the team leader and 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.
- 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 to re-book all team members' tickets on a later flight. After the airline has re-accommodated all team members involved, the team leader will call the HOI after hour's telephone number provided below. The HOI staff person in the US will notify the HOI staff in Honduras who also checks with the airlines on the day of your arrival for deviations in the normal flight schedules. If there are deviations, our staff will make the appropriate arrangements.
- This same information is included in the Team Member Packet so that each person can leave HOI's contact information with his / her Emergency Contact person.
- Should a team member lose his / her passport at any time during the trip, that person will be responsible for all costs associated with having a replacement passport issued, including telephone calls, hotel stays and re-booked airline tickets during the waiting period in Tegucigalpa. No staff member from HOI will be able to stay in Tegucigalpa with you during this interval.

Please note: HOI provides a group travel mission experience. Unfortunately, if an individual team member misses a flight (originating or connecting) and is unable to arrive with the team in on Day 1 of the mission trip, he / she will forfeit the trip. HOI does not have the staff or 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.