



## ***Welcome to HOI!***

Thank you for choosing us as your international mission partner! Since HOI began sending mission teams to Nicaragua in 2013, volunteers have partnered with local residents to build not only necessary infrastructures but also relationships..

Finca el Peten, HOI's home base near Jinotega, Nicaragua, is an organic coffee farm with a dormitory and dining facilities for volunteers. Located on the shores of Lake Apanás, Finca de Peten, also known as The Farm, is only 20 minutes from the village of Los Robles, where volunteers serve alongside local residents while they build latrines, chimneys, pour concrete floors and share Bible stories with children and adults. In 2017 we will expand our efforts to the community of San Esteban.

HOI's Nicaragua mission trips conclude with a visit to the colonial city of Granada, the first European city in mainland America, and a day of sightseeing. HOI mission teams, working together with Nicaraguans, are transforming not only the lives of others, but also their own.

Welcome to HOI! Thank you for becoming a part of the transformation!



**Welcome to Nicaragua and Finca de Peten, an organic coffee producing farm and your home away from home during your mission week.**

***Called to Support Communities through Long-term Partnerships***



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### **At a Glance**

1. Limited cellular phone service is available at Finca de Peten, a.k.a The Farm. Check with your service provider before leaving home for international calling rates etc. Internet access is not available at The Farm but will be available in the hotels in Managua where mission teams stay at the beginning and end of the trip.
2. Because of increased costs in Nicaragua for building materials, transportation and fuel and food, HOI has raised the in-country fee for a week's mission trip to \$1200.
3. HOI requires a minimum of 12 participants in our Nicaragua mission trips. Because work projects are planned and budgets prepared several months before a team arrives, any team which falls below 12 participants will be charged \$100 per person below the required minimum.
4. Completed donation supply lists must be sent to HOI at least two months prior to the mission trip to avoid delays at customs and possible confiscation by officials.
5. Please follow us on social media for the latest news from our mission sites, our volunteers and our organization. Join us at



Facebook – [www.facebook.com/hoiinc](http://www.facebook.com/hoiinc)



Instagram – @hoiinc



Twitter - @HOIinc



Youtube – [www.youtube.com/watchhoi](http://www.youtube.com/watchhoi)

## Features in this Guide

To assist, inform and prepare each participant for the upcoming mission experience, we provide this manual. To assist the HOI staff in the US and Nicaragua to provide the best possible mission experience for you, we request that you read, heed and use the information and the forms enclosed.

### Overview and FAQ's

- Answers to the most frequently asked questions about our organization and mission trips
- Emergency contacts and procedures

### Team Leader Section

- Form for Team Leader to complete and return to HOI
- A list of items for your team's First Aid kit can be found on page 8. Please coordinate this list with your medical officer(s).
- Information for mission team members with diabetes

**Team Member Section--** Please provide a copy of this entire section for each member of your team.

- Itinerary for the mission week
- Packing guide
- Emergency contact numbers, page 15

**Team Member Trip Forms--**HOI requires the following completed and signed copies from each participant. Team member forms are "interactive," enabling each team member to complete the forms on his / her computer before printing. *Please note: the forms which require signatures will need to be printed and signed; all forms, including a copy of each person's passport must be sent to HOI's US office by the **two month** deadline.*

- Team Member Profile
- Policy Statement
- Physician's Statement
- Release and Indemnification Covenant
- Legible copy of current passport

**Medical Personnel Section--**All mission teams must have a medical officer with them. Information pertaining to medical personnel, including the "Medical Person's Agreement" is in this section including:

- A list of items for your team's First Aid kit, found on page 6
- A special advisory for a team member who is diabetic on page 8. Please provide this information sheet to all concerned team members.

### Activities with Children & Useful Spanish Phrases

- Information about Children's Bible School
- Useful Spanish Words and Phrases



## Emergency Contacts & Procedures

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

HOI, Tucker, Georgia

Regular office hours are 9 a.m.-5 p.m. E.S.T., Monday-Friday

Telephone numbers with voice mail: 404-327-5770 ext. 100 & 404-327-5769

After hours: Emily Grossman 404-754-2540

- If an emergency arises with the group or with a team member while you are in Nicaragua our 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 HOI staff on site 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 Nicaragua, a family member should contact the US office. We will contact our staff in Nicaragua 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. The HOI staff person in the US will notify the HOI staff in Nicaragua 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.
- Emergency contacts and telephone numbers are listed below. Please leave a copy with your family members in the States.
- 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 Managua. No staff member from HOI will be able to stay 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.**