

Leader's Manual for Short-Term Construction Missions Teams

Border Buddies Ministries, Inc.

for 2018

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Welcome new and current leader/leaders. This is our BBM Short-Term Missions Manual. It is a guide to better inform you and your team in how to prepare for a short-term missions team. We hope that as you look through the following pages that you will get some sort of an idea in all that needs to happen in order to lead a team with Border Buddies Ministries Inc.

We thank you for listening to the voice of God, and saying, “Yes, I will lead a short-term mission team”.

Originally and lovingly prepared by Lisa Edger, Missions Director
in coordination with the Adhoc Mission Committee 8/08/2011.

Adhoc Committee Members/Veteran Team Leaders:

Lisa Edger	Al Erickson
Cathy Hendickson	Cheryl Cleveland
Cynthia Pearson	Dale Cleveland
Dave Pearson	Harold Lefever
Lisa Caracci	Steve Caracci

Introduction to Border Buddies Ministries Inc.

Our names are Michael J. Miller, Jr. and Glenda E. Miller and we are full time missionaries living and working in Tegucigalpa, Honduras. Michael is President and founder of Border Buddies Ministries Inc., a 501 (c) 3 non-profit corporation. We are sponsored by family, friends and members of various denominations throughout central New York. Since February 2004 we have been working in the prisons ministering to men, women and youth by leading bible studies, assisting them when they exit, and working with gangs in helping them get a fresh start in life; we remove tattoos from ex-gang members, we work with youth groups teaching and leading bible studies, taking them on outings and giving them hope for a better life.

We are looking for groups who want to come to Honduras to help with construction projects that benefit the public schools here. The public schools are run very differently than in the United States. In the States the schools are taken care by your taxes. However in Honduras the taxes only cover the salaries of the Honduran teachers. Provision of school supplies such as books, chalk, markers, paper, Encyclopedias, dictionaries, desks, repairs on buildings, computers and much more is all dependent upon the families of the neighborhood. Because of extremely low income and very high unemployment, the neighborhoods simply do not have the financial resources. Most families that send their children to these public schools can hardly feed themselves, let alone help with school needs. Harder still, they have to pay a tuition for their children to attend school. We were told by the Director (principal) of a school that once in awhile the parents do get together and take care of minor repairs on the schools, but for the most part these schools are in very bad shape with overcrowding, leaking roofs, no screens in the windows, peeling paint, doors coming off their hinges, etc. These conditions are dangerous for the children due to their bad state of repair. Those that have money do NOT send their children to public school; they go to private school where they have the best of everything. This is not fair to the disadvantaged children and to the future of Honduras. Since 2005 we have been actively changing the imbalance of this system by working on one school at a time. And because we work on the schools while they are in session (the Honduran school year runs February through November) team members get to interact with the children, staff, teachers and directors.

Through the year 2017 we have helped rebuild five public schools in Tegucigalpa, adding new classrooms at ground level or a second story with new rooms; computer rooms complete with computers; and in every school an operating cafeteria that can feed upwards of 300 to 400 children every day of the week. By doing so we give the children a chance at a better future, it greatly reduces the influence of the gangs, the teachers and the children and their parents gain pride in their schools and more importantly, in their neighborhoods. Most children drop out of public school at the end of 6th grade, but combined with our One Child Sponsorship Program, a decent meal, and a decent school, we have totally reversed that trend and children are staying in school with greatly improved attendance and performance. We have received recognition and commendations from the Honduran government for the improvements made.

So, this is where you can come into play. Join us for an exciting and challenging short-term construction mission trip that will prove to be life changing. May God bless your prayers as you lift this up to Him.

GENERAL INFORMATION

Upon arrival at the Tegucigalpa airport, you will be met by Mike and Glenda Miller and taken to their mission home where you will be staying during your time in Honduras.

Address:

Mike and Glenda Miller
Colonia Lara, 2nd Calle,
2nd Avenida, Casa #727
Tegucigalpa, Honduras

House phone in Tegucigalpa: 011-504-2262-8056

E-mail: mjgm2004@yahoo.com

Accommodations:

The mission home has laundry facilities, bunk beds, running water, hot showers, and WIFI. You will be eating American style food prepared in a fully modern kitchen. It's almost home away from home.

The work will consist of:

- Physical improvements to existing school buildings in poor barrios of the city. There are jobs for everyone from light work such as painting, wiring, sweeping, cleaning up, making re-rod cages for concrete columns, keep tool room in order; to heavy duty such as shoveling sand and gravel, mixing concrete, wheel-barrowing materials, moving and stacking cinderblocks, mixing and pouring concrete, sheet rocking. Skills are very helpful but not necessary.
- Interaction with the school children, school staff, some parents, and local helpers.
- Cross-cultural experience

Purpose:

To bring hope to the Hondurans. To work and learn with our brothers and sisters in Christ in another culture; and to help build a better future for the poor children of Honduras by giving the poorest of the poor a chance to receive the best education possible in the best conditions possible, thus improving their chances for a better life and for them to help improve Honduras' chances for a better future.

The Education in Honduras:

Schooling is required for six years beginning at age seven. However, while nearly all children begin their schooling, many drop out before the end of school year and most never go further than sixth grade. This is especially true among the public schools, where teachers are not well prepared, rarely paid, and only the barest, if any, of curriculums or materials are supplied. To further complicate things, schools suffer from severe overcrowding of classrooms and buildings that are in desperate need of repair. The children face complications at home from lack of food and pressure from the gangs. Furthermore, they are expected to work, at any age, to help support their family financially. Uneducated parents rarely support their children completing school. The literacy rate in Honduras is 72%. The National University of Honduras and some trade schools provide higher education, but only 9% of the population advances to those levels of study.

COST OF THE TRIP

- Each person must pay for their own passport, plane ticket, food during travel and miscellaneous expenses such as souvenirs, gifts or items needed during the trip.
- As of the year 2018, construction teams up to 12 people have to meet a minimum \$6,000 toward construction materials for their project. Teams larger than 12 require an additional \$500 per person, meaning a team of 16 would need to have \$8,000 total. This is sometimes provided by a church's own mission board, or some teams need to raise their own funds through a variety of projects.

Costs to stay in Honduras

- Food, purified water, transportation and housing are \$50.00 per person per day. A 10 day stay will run \$500.00 per person.
- Copan trips and overnights will be extra and will be paid for by each individual. If you are thinking about going to the Copan Ruins it is a 6 hour drive from Tegucigalpa where the team will be staying. The cost per night in a hotel is \$55.00 for two people. The meals are very inexpensive. So plan at least 2 to 3 days extra if you want to visit the Mayan Ruins of Copan.
- Trips to Valley of Angels and Picacho Mountain (which are local) the gas is included with the per person groups.
- These prices do not include going out to restaurants, ice cream, etc.
- A team meal El Patio Restaurant will be provided by BBM
- We can take on groups having a minimum of 8 and not to exceed 18 people in our home.
- The money for these costs and the costs for each project is deposited with Border Buddies. We will need the funds for the projects and living expenses to be deposited to our account one month in advance upon arrival to the country of Honduras.
- Individuals are to reimburse Border Buddies for any unexpected cost that arise during the trip and are paid temporarily by Border Buddies for you (i.e. luggage, medical, or prescription cost)

All checks can be made out to Border Buddies Ministries Inc. and mailed to our New York office at; PO Box 1254, Elmira, NY 14902

Typical 10-day mission trip in 2016:

\$800 - \$1100 airfare + \$500 food/lodging + \$50 + travel meals + \$150 spending money = \$1500 - \$1800 TOTAL

(insurance coverage costs are treated separately, see page 12 under Travel Information)

Any questions please e-mail us at mjgm2004@yahoo.com and check out our website at <http://www.borderbuddiesministries.org/>
Our phone number is 011-504-2262-8056

Dear Team Leader,

Thank you for taking on the responsibility of leading a short-term mission team. It is an awesome responsibility, not to be taken lightly. You will have 10 to 16 lives you are responsible for. You will have over \$10,000 in funding and expenses you are responsible for. You will be part of your team's life for upwards of nine months as you plan, acquire members, raise funds, travel, work, sweat and try to make sense of an entirely different culture. Your actions and demeanor will set the tone for the team. You are not just moving a group of people from North America to Honduras and back. You are also responsible for their spiritual preparation and more importantly yours. Because, above all else, this is a mission trip, a Christian mission trip; a team that is going, moving, doing, and interacting in the name of Jesus Christ.

We consider the spiritual preparation of your team the most important function of the team leader and to that end you will need to fully digest "Spiritual Preparation for a Border Buddies Missions Trip" and put it to practice for yourself immediately. Then we expect you to ask everyone on your team to do the same. Print it out and hand it out, please. We understand everyone is not a 'saint' and that all of us who call ourselves Christians are at a wide variety of places in our walk and in our understanding, but these principles will get you all on the same page as nearly as possible. A team that understands these principles will most likely operate in the Spirit of God rather than 'on it's own understanding'; it has a great chance of "being one in the Spirit", thus avoiding needless rancor and possible arguments. If you can do this then your mission experience will likely be a very positive one and you will be able to withstand the many challenges and problems that come at you from every conceivable direction.

Secondly, team preparation is vital as well. That includes setting a timeline of events, collecting necessary forms, purchasing tickets, gathering funds, making payments, and administrating a set of meetings that not only builds your team, but allows you to plan and execute fundraising, if needed. You can plan on gathering items to take with you for distribution, such as clothes, shoes, volley balls, jump ropes, vitamins, bibles, tracts and so forth. To that end you will find a sample timeline to use as a guide. Making payments to the airlines and to Border Buddies on time is crucial.

After the completion of your short-term mission trip we ask that you and each of your team write up individual testimonies of what the trip meant to you, including how it affected you spiritually and what direction you will take as a result. These may be used, with your permission, on our website and FaceBook page to help promote teams and spiritual growth.

We commend you for the task you are assuming and will do all in our power to help you succeed. We have learned since 2004 that by putting God first in all things the rest will fall in line and ultimately God will receive the glory He is due.

Thank you and God bless you.

Most sincerely,
Mark Erway
Vice President

See pages 6-7 for “Spiritual Preparation”

See page 8 for sample timeline

SPIRITUAL PREPARATION For A Border Buddies Missions Trip

There are some very practical ways to help prepare spiritually for your missions trip to Tegucigalpa, Honduras. Please read the information below, and prayerfully ask the Holy Spirit to ‘highlight’ those particular areas in which He wants to touch you.

1. **Find time to just ‘be’ with God.** Those of you that understand the principle of ‘soaking’ in God’s presence need to make time to do that in the weeks ahead leading up to the trip. Step away from the busyness of work and family, etc. to spend time now, asking God to show you things He wants to do while you are on this trip. Start stirring up faith now by spending time in God’s presence.
2. **Keep yourself pure.** Watch what goes in your ‘eye gate’ or your ‘ear gate’ (what you listen to) or what comes out of your mouth – watch your speech. Eye Gate: Give God the right to speak into any TV shows/movies that you watch. I would suggest that you “fast” those shows that display ungodly content. He speaks to you about and keep yourself ‘pure’ so that the Lord can pour in even more of Himself. Remember if you fill yourself with ‘garbage’ before you go, all that garbage will need to come out somewhere on the trip. Try not to get drawn into negative, criticizing conversations – especially regarding authority! Guard your lips – allow God to convict you if there is bad language, gossip, slander etc. that you are speaking out. Start speaking blessings now. Even think about what you are listening to: get into worship music, things that bring you into the presence of God. Before you leave, why not empty yourself of things that would be competing for your focus and would try to rob you of God’s presence? It is not that hard. The more of God’s presence and power you make room for....the more of God’s presence and power you will have!! Remember, it is about preparation. You are preparing yourself for God to move mightily through you!
3. **Keep your attitudes at the ‘home front’ pure.** If you have any unforgiveness in your heart, bitterness or anger towards someone here, my strong suggestion is that you deal with it before you leave for this trip. You do not want to take that kind of ‘baggage’ with you and you do not want to give the enemy a legal right to cause trouble between you and others on the trip. So...keep short accounts at home and in your workplace. Practice walking in forgiveness and peace.
4. **Spend time reading your Bible.** Ask God to give you scriptures to stand on, promises He wants to give you and even scriptures to take for others on the team, or to people in Honduras. Get His word into you. Get His promises into you. They will be a source of strength and encouragement. Also, it is always powerful to be able to pray the word over someone.
5. **The week of the trip, get some REST!!** Don’t just try to ‘get through’ the week, or tackle the week like you normally do. If at all possible, take time to rest. Get to bed on time. Take care of yourself. As simple as it sounds, it is important that you do not start the trip already exhausted physically, emotionally or spiritually. Pace yourself. Say ‘no’ to trying to get ‘caught up on’ everything before you go. Don’t take on extra things if you do not have to. Make time to rest and be with God. Come already rested and ready to pour out.
6. **Get your own Personal Intercessors** on board NOW. Each person on the team should have at least 2 people who will commit to covering you in prayer while you are gone. You can always have more than 2, but it is essential for each of you to actually organize your own personal intercession. Then,

you must actually GIVE them something to pray about – so send through prayer requests, from the most simple to the most personal: “I’m struggling with fear regarding _____” – that kind of thing. We may or may not be able to send home prayer requests while we are gone, so it is important that you inform your personal intercessors regarding those areas that you are struggling with before you go – and also those things that you are wanting to see God do in your life and through you, while you are away. Get your prayer activated!!

7. Lay down your Rights. The biggest stronghold we will all face is the stronghold of ‘self’. Any ‘rights’ we hang onto will be played upon by the enemy to cause trouble, disunity, offenses etc. None of us is perfect, or expected to be perfect, BUT at the same time, since we are going to be actively advancing and walking in Kingdom stuff, we need to NOT give the enemy any legal rights to harass us! We must be willing to give up our ‘rights’ so that we can work together:

- The right to be offended
- The right to our time
- The right to do what we want with our possessions
- The right to self-pity
- The right to self justification
- The right to be understood
- The right to criticize.

We are there to serve the people of Honduras, the leaders there, and to honor and serve one another. Let’s come already walking in a spirit of humility towards one another. Come willing to learn from one another, our team leaders and of course the people we have come to bless. You may find you come home with more than you ever gave away. Again...come in humility – with a servant’s heart. Be sure to use this time before you go to constantly ask the Lord to remove any ‘haughty’ feelings that would want to rise up in you. Offenses and/or a prideful spirit WILL affect how you are able to pray with the team and for others. So don’t wait until you leave – begin now by spending time asking God to give you ‘clean hands and a pure heart’, and ‘to put a right (willing) spirit’ within you!

8. Be Humble – willing to learn new things. Be open to learning new ways of working with others – even if you have done this before – consider this your first trip and come willing to do whatever is asked of you, in the way the leaders would like it done: that’s what servants do! Also be willing to learn new ways of prayer and ministering – even if you are used to doing it a certain way, lay down those rights and be willing to learn something new. You can always go back to doing things your way when you get home. In the meantime do not rob yourself of an opportunity to learn some new tools in ministering and prayer. Again – ask God to help you to lay down any preconceived ideas, or ministry techniques you may feel you are comfortable with, and to come open and willing to have Him show you new things. If you come empty of yourself, He will fill you up! That won’t happen on the plane – start now, each day, asking Him to remove anything that would cause barriers between you and Him, between you and team members, and between you and effective and fervent prayers on behalf of the Honduran people.

I want to remind you that you have amazing value in Christ. Each one of you is vital to the team. You are carriers of the life and love of Jesus and by partaking in this spiritual preparation you will find yourselves going out in strength, seeing the release of the gospel of Jesus as the main focus, and so they will embark on an exciting life giving and life changing adventure.

Adapted from a piece by Christina Stewart, Impact Nations

A TIMELINE FOR TEAM FORMATION & ACTIVITIES

God's time	Ratify your commitment to lead, pray, start to gather team members
Six months before	TEAM MEETING – Lead a devotional to start off; introductions; collect \$100 each as commitment; hand out all forms needed for BBM; review needs, make plans for fundraisers or collections and get volunteers to head them up; hand out Spiritual Preparation; get people started raising funds (for themselves and your \$6000 project cost; select a financial secretary to receive funds and record each person's status; acquire passports; get immunizations as needed; select a person to create a roster of team members and all the vital information needed; identify musicians
Five months before	TEAM MEETING – check progress/ status of fundraising; welcome new members and collect their commitment; go through “we want to know you more” as a team building exercise, practice music, secure a Group Airline Ticket if possible, check on items to be taken to Honduras
Four months before	TEAM MEETING - Secure Group Airline Ticket, check progress of fundraisers, practice music
Three months before	TEAM MEETING – start loading up “2 nd Checked Bag” suitcases with items for Honduras, practice music, check fundraising progress
Two months before	TEAM MEETING – complete UMVIM Insurance forms (if needed) and submit along with payment
One month before	TEAM MEETING – All fundraising complete, monies turned in, pay Group Airline Ticket
Two weeks before	TEAM MEETING (if necessary) – Tie up all loose ends; suitcases all set
One week before missionaries	COMMISSIONING – have your church “commission” you as
D-Day	FLY OUT IN COUNTRY RETURN HOME
One to three weeks later	Write a short testimony about experience from trip, ask your team to do the same. Share your experiences in church or in local faith groups as a team and send write-ups to social media coordinators.
One to three months later	REUNION!

Stay in touch with your team. Their lives have been greatly affected, emotions moved, and sometimes struggling with things. You can listen.

**Border Buddies Ministries Inc.
P.O. Box 1254, Elmira, NY 14902**

Team Leader Responsibilities

Spiritual Preparation

Pray about/make commitment to God and BBM to lead a team

Lead or delegate devotions for team during planning meetings

Assign a devotional schedule for your trip (1 devotional per day of trip unless otherwise noted)

Designate someone with musical abilities to lead worship at meetings and on trip

Encourage each member to pray through each step of the Spiritual Preparation Packet

Assign “get to know you partners” among your team members to help them form connections with each other (optional but can be beneficial)

Financial Preparation

Establish a team treasurer that will keep track of incoming payments from team members and collectively raised funds

Take or delegate responsibility for planning any fundraisers that are happening with your team. Stay on top of dates for these fundraisers and remind team about them consistently.

Keep team informed about due dates of payments; be sure treasurer collects payments on time

Discuss insurance information with your team if needed and collect forms from those using it

Administrative Preparation

Know the timeline for your team and adhere to it. Setting a schedule and sharing it with your team is extremely important for full cooperation.

Give each team member a Team Member Manual, have them fill out the necessary paperwork and return it to you at next meeting

Collect all necessary forms from team members and send them to Border Buddies (including insurance if you are using it)

Discuss needs in Honduras with BBM and coordinate or delegate collection of additional items in 2nd suitcase your team will be bringing down

Establish a chore rotation for cleaning the house while we are there (see example on pg. 11)

Travel Preparation

Establish/Confirm dates of your team's trip with BBM

Collect passport information and CHECK EXPIRATION DATES (cannot be within 6 months of trip), have those who do not have a valid passport begin process for getting/renewing one immediately

Discuss recommended immunizations so team members have time to get them

Remain in contact with BBM Board reps as necessary for travel/ticket information, etc.

Work with Barbarians to get 2nd suitcases ready to bring down

Take responsibility for all payment and ticket information during travel

Post-trip Responsibilities

Organize a time where the team can share their experiences with the church or group you are a part of. Encourage participation from all team members.

Ask each team member to write a testimony about the trip, obtain permission for BBM to share it anonymously in newsletters and online

Share these testimonies with Mike and Glenda as well as BBM's social media coordinators

Plan a team reunion!

***Be available to support all team members in general throughout the planning process and during the trip. It is likely that concerns or difficulties will come up and your team members may look to you for support.

Example Chore Rotation Schedule

	Thurs.	Fri.	Sat.	Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.
Devotional									
Laundry									
Dishes (Lunch and Dinner)									
Breakfast Cleanup									
Trash									
Water (house and worksites)									
Clean Bathrooms									

Sweep									
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SHORT-TERM MISSION ADULT APPLICATION

Thank you for your inquiry about Border Buddies Missions program and serving the Lord Jesus Christ in this way. Volunteers who serve with us do so with the understanding that they are responsible to raise all funding necessary to be a team member. Please complete this application and send it to the above address. This information will be shared with our Board of Directors of Border Buddies Ministries. Your acceptance in this program will depend upon approval from this Board.

Personal Information

Full Name: _____ Shirt Size _____

Passport Number _____ Expiration Date _____

Present Address _____
(Street or P.O. Box)

(City) _____ (State) _____ (Zip Code) _____ (Country) _____

Permanent Address (if different from present address) _____
(Street or P.O. Box)

(City) _____ (State) _____ (Zip Code) _____ (Country) _____

Home Phone () _____ Cell Phone () _____

Email _____ Facebook or other _____

Date of Birth ___/___/___ Sex (M___ F___) Place of Birth _____

Citizenship _____ Ethnic Identity _____ Marital Status _____

Name of Spouse (if married) _____

School Name (if applicable) _____ Grade _____

Church Affiliation _____
(church name)

Name of Pastor _____

Church Address _____

_____ Telephone _____

What has been your experience in the life and mission of the church?

Do you speak Spanish? No ___ Beginner ___ Basic ___ Conversational ___

Have you had previous volunteer experience? yes/no _____

Describe _____

Are you willing to live and work under conditions that may be uncomfortable, unfamiliar, and require your flexibility, understanding and respect for the local culture and Missionary Leadership?

Yes ___ No _____

Health/Medical Information

Contact name in case of Emergency: _____

Emergency phone # () _____

Doctor name: _____ Office Phone () _____

After hours emergency # () _____ Blood type if known: _____

List any medical conditions that you have, including allergies, and the medications you take for it:

Condition:

Medications being taken:

WE WANT TO KNOW YOU MORE

(info for Michael and Glenda)

NAME: _____

Married Yes No Spouse's name _____

Children Yes No Names and ages _____

What is your profession or planned profession _____

How are you involved in the church presently or in the past?

What is your favorite bible verse and/or bible story?

Why? _____

What are your hobbies/ interests?

What are your favorite foods and drinks?

Do you have any food allergies? No Yes If yes, what?

What type of music do you listen to (rap is not music) Favorite singer/group?

Five words that best describe you 1. _____ 2. _____

3. _____ 4. _____ 5. _____

What are your expectations while on the missions trip, either personally or spiritually?

Anything else that you want the team to know about you?

**Border Buddies Ministries Short Term Missions
Youth Application**

Name of Youth: _____

Age of Youth: _____ Male ___ Female: ___ Grade: _____ Shirt Size _____

Names of Parents/Guardians: _____

Home address: _____

City: _____ State: _____ Zip: _____

Home Phone #: _____ Cell Phone #: _____

Parents E-mail: _____ Youth's E-mail: _____

Passport #: _____ Expiration Date _____

Attend Church At: _____

Phone/Contact Info of Church or Pastor: _____

Address _____
(Street or PO Box) (City) (State) (Zip)

Name of Pastor: _____

Name of Youth Leader: _____

Phone/Contact info of Youth Leader: _____

History of Youth (other mission trips - domestic or international, church activities, school activities):

History of when or if you had an encounter with Jesus Christ:

Why do you want to serve on a short-term mission team? (Youth's answer)

Recommendation from Youth's Pastor:
(Spiritual, youth's activity, concerns, and if she or he is ready for an international mission trip)

Signature of Pastor: _____ Date _____

Signature of Parents: _____ Date _____

Signature of Youth: _____ Date _____

Note: Parents will be advised to sign the "Minor Authorization Form" to authorize a participating team member(s) to be able to make decisions needed during the duration of the trip in Honduras. That form is to be attached to this document.

MINOR AUTHORIZATION FORM

I, _____ authorize _____

to act as temporary Guardian of my son/daughter _____

for the purpose of taking him / her into Tegucigalpa, Honduras, Central America

The time period is not to exceed ____ days, beginning _____, and ending _____,
(mm/dd/yy) (mm/dd/yy)

I further authorize _____
(Team Leader's Name)

to request and receive any medical treatments that may become necessary during this trip.

1. Father/Guardian name (printed)

2. Mother/Guardian Name (printed)

1. Father/Guardian signature

2. Mother/Guardian signature

Very Important Note: If this is a single parent family and only the custodial parent is approving this trip, the team leader will be required to carry the appropriate documentation to prove custody.

STATE OF _____

COUNTY OF _____ SS: _____

On date of _____,

before me personally came the above individual(s), and who executed the foregoing consent.

Notary Public Signature _____

SEAL

Border Buddies Ministries Dress Code Policy

While in Honduras, you will experience some cultural differences between here and the United States. We, as missionaries, would like to prepare you for these differences. In Honduras 80% of the citizens are Catholic and 15% are Evangelical Christians. There is huge tension between the two Religions. The Evangelicals believe in not participating with worldly things. An example is worldly music (rock, soft rock, love songs, rap, heavy metal, country, etc.) They believe that this music comes from Satan and should not be listened to. They also believe that all songs that come from the heart should be songs of praises to our Lord. Another issue is tattoos. Because of the huge amount of gang activity and criminal activity, the Honduran Christians look down upon tattoos and body piercings. Again it brings that person into the light of being too associated with the world. Granted you will see tattoo shops and body piercing shops as well but they are for the non-believer in the eyes of the Honduran.

Some, not all, Evangelical Christians have a problem with crosses. They (some) feel that the cross is a form of idol worship, and that goes against God's commandments. The reason is that many of the new Evangelical Christians came from the Catholic Church. In past and current times many foreign missionaries have taught that there should be no idol worship in your life and they have used the cross in this teaching. One of the major problems you'll encounter in Honduras, with both Christians and non Christians, is the Spanish term, "union libre". This means free union with your partner. In other words, many will say they are married when in reality they live with the person without a legal marriage. This has been a struggle inside the churches and in the culture of Honduras.

We pray that by understanding the culture a little bit better, you'll have a better understanding when confronted with these issues or when brought up in conversation. Often, many of these issues are ignored by pastors or Christians out of respect and Hondurans later ask the missionaries (Mike & Glenda) why?

Romans 1:17 " For in the gospel a righteousness from God is revealed, a righteousness that is by faith from first to last, just as it is written: "The righteous will live by faith."

As short term missionaries it is important to understand that our primary goal is to be a carrier of God's love to those we come to serve. While we may not agree with everything about the culture around us, it is not our job to change it, but to allow God to demonstrate His love through us to those who are different from us. As much as possible, without violating God's principles, we seek to honor the culture where we are guests. We are not here to impose our culture.

Refrain from Revealing tops. Refrain from Low Cut blouses (if you can see cleavage, don't wear it)
Refrain from wearing mid-driffs (stomach/belly showing). Refrain from wearing short-shorts or skirts
If you are planning on going swimming, swimsuits should be one piece and very modest

Jewelry: No more than 2 earrings in each ear & refrain from wearing extra body piercings

Tattoos: Should be covered whenever possible

Tobacco & Alcohol: Against Border Buddies Policy

Participant Signature _____ Date _____

Travel Information

Insurance

1. Check with your own provider about coverage.
2. Your own sponsoring organization/church insurance may cover you if your trip is on record (in the minutes) and an officially recognized function.
3. Alternative (strongly recommended) coverage for other teams is available through UMVIM (United Methodist Volunteers In Mission) and can be arranged through Border Buddies. Average cost approximately \$36 for a 10 day trip. Go to <http://umvimnej.org/mission-insurance/insurance-forms.html> to download the most recent versions of “Individual Application for Insurance” and “Group Application for Insurance”. Completed information is to be submitted by Team Leader or Border Buddies representative.

Luggage - *these regulations change rapidly. ALWAYS check with carrier for latest info.*

Size & Weight Restrictions

Regardless of where you're going, you'll want to make sure what you're bringing is allowed.

For carry-on bags your bag must:

Not exceed 45 inches (length + width + height), or 115 cm.

Fit easily in our SizeCheck® unit (approximately 22"x14"x9", or 56x36x23 cm).

Fit in an overhead bin or underneath the seat in front of you.

If your carry-on bag doesn't meet these size restrictions it must be checked, and all **checked baggage** rules will apply.

To avoid extra charges for **oversize or overweight baggage**, your checked bag must:

Weigh 50 pounds (23 kg) or less.

Not exceed 62 inches (157 cm) when you total length + width + height.

International flights such as ours no longer allow a free bag.

Immunization Information

Preparing for Your Trip to Honduras

Before visiting Honduras, you may need to get the following vaccinations and medications for vaccine-preventable diseases and other diseases you might be at risk for at your destination: (Note: Your doctor or healthcare provider will determine what you will need, depending on factors such as your health and immunization history, areas of the country you will be visiting, and planned activities.)

To have the most benefit, see a health-care provider at least 4–6 weeks before your trip to allow time for your vaccines to take effect and to start taking medicine to prevent malaria, if you need it. Even if you have less than 4 weeks before you leave, you should still see a healthcare provider for needed vaccines, anti-malaria drugs and other medications and information about how to protect yourself from illness and injury while traveling.

Although yellow fever is not a disease risk in Honduras, the government requires travelers arriving from countries where yellow fever is present to present proof of yellow fever vaccination. If you will be traveling to one of these countries where yellow fever is present before arriving in Honduras, this requirement must be taken into consideration.

Be sure your routine vaccinations are up-to-date. Check the links below to see which vaccinations adults and children should get.

Routine vaccines, as they are often called, such as for influenza, chickenpox (or varicella), polio, measles/mumps/rubella (MMR), and diphtheria/pertussis/tetanus (DPT) are given at all stages of life; see the childhood and adolescent immunization schedule and routine adult immunization schedule.

Routine vaccines are recommended even if you do not travel. Although childhood diseases, such as measles, rarely occur in the United States, they are still common in many parts of the world. A traveler who is not vaccinated would be at risk for infection.

Vaccine-Preventable Diseases

Vaccine recommendations are based on the best available risk information. Please note that the level of risk for vaccine-preventable diseases can change at any time.

Vaccination or Disease	Recommendations or Requirements for Vaccine-Preventable Diseases
<u>Routine</u>	Recommended if you are not up-to-date with routine shots such as, measles/mumps/rubella (MMR) vaccine, diphtheria/pertussis/tetanus (DPT) vaccine, poliovirus vaccine, etc.
<u>Hepatitis A</u> or immune globulin (IG)	Recommended for all unvaccinated people traveling to or working in countries with an intermediate or high level of hepatitis A virus infection (<u>see map</u>) where exposure might occur through food or water. Cases of travel-related hepatitis A can also occur in travelers to developing countries with "standard" tourist itineraries, accommodations, and food consumption behaviors.
<u>Hepatitis B</u>	Recommended for all unvaccinated persons traveling to or working in countries with intermediate to high levels of endemic HBV transmission (<u>see map</u>), especially those who might be exposed to blood or body fluids, have sexual contact with the local population, or be exposed through medical treatment (e.g., for an accident).
<u>Typhoid</u>	Recommended for all unvaccinated people traveling to or working in Mexico and Central America, especially if staying with friends or relatives or visiting smaller cities, villages, or rural areas where exposure might occur through food or water.

What to pack list

Essentials

- *Passport
- *Money
- *Medications
- *Long pants/jeans to work in- 2 pairs plus 3 - 4 work shirts (T-shirts and/or long sleeve)
- *Casual clothes to wear after we are done working- 1-2 outfits
- *Good outfit that can be worn into town or to church
- *Underwear and socks **must be labeled with initials**
- *2 bandanas for dust and to wet down or dust masks
- *Hat or cap for sun protection
- *1 pair of work shoes/boots
- *Work gloves
- *Casual shoes
- *Shower scuffs or waterproof sandals
- *Light jacket
- *Swimsuit if the team is going to a waterpark or the ocean
- *Toiletries (toothbrush, toothpaste, deodorant, hairbrush, soap, travel toilet paper)
- *Extra pair of glasses, if you're blind without them
- *Towelettes/hand sanitizer
- *Nutrition Bars or granola bars, trail mix – each team member bring 1 thing
- *Wide mouth personal water bottle and travel mug
- *Bible
- *Devotional materials
- *Backpack
- *Rain jacket (it will be rainy season while we are there)
- * music (if applicable)

Recommended

- *Computer & Charging cord
- *Small notebook and pen for journaling
- *Spanish/English dictionary
- *Camera, and charger, memory stick/thumb drive
- *Small photo album with pictures of your family, church, community, activities

Crash Pack (recommended to take as carry-on in case luggage gets lost)

- *Prescription meds
- *Change of clothes
- *Toothbrush
- *Camera
- *Passport & money
- *Any other essentials to get you through a couple of days

Extras:

Any items that you are going to give the children ie. gum, candy, small games, crafts, etc...

There will be a team kit on site that will include the following items that you do not need to pack...

First Aid kit Sunscreen Bug spray Pepto-Bismol Imodium

Handy Spanish Phrases

I'm hungry Tengo hambre Teng-go am-bray	What time are we eating? A que hora vamos a comer A kay oh-dah vah-mos a co-mare	Where are the bathrooms Donde esta los banos Don-de eh-sta lows bon-yos
I like... me gusta... May goo-stah	How do you say.....in Spanish Como se dice.....en espanol Co-mo say dee-say.....en es-pan-yol	Please help me Ayudame por favor Ah-you-da-may poor-fah-bor
Thank you! Muchas Gracias! Moo-chas grah-see-aahz!	How are you? Como esta? Coh-moe es-tah	I'm sorry lo siento low see-en-toe
God willing Si Dios quiere! See Dee-ose key-air-day!	I hope that you have a good day Espero que tengas un buen dia Es-sparrow kay tangas oon bwen dee-a	Speak slower Hablar mas lento
God Bless you! Dios te bendiga! Dee-ose tay ben-dee-gah	I hope that you have fun Espero que te diviertas Es-sparrow kay tay dee-vee-air-tas	I don't understand No entiendo No en-tea-en-do
I'm praying for... Estoy Pidiendo a dios que... Es-toy pee-dee-endo ah Dee-ose kay	I'm sleepy Tengo sueno Teng-go swayn-yo	I don't understand No se no say
Please tell him that... Por favor, dile que Poor fa-boor dee-lay kay...	Nice to meet you Mucho gracias! Moo-cha grah-see-aahz	
I like Me gusta....	I don't like... No me gusta ...	I need... Me falta...
My name is _____ Me llamo _____ May-Yamo	I have ____ children(grandchildren) Tengo cuarto hijos (nieto/nieta) Teng-go _____ ee-h-hos (nee-et-to/nee-et-tah)	
What time is it? Que hora es? Kay-or-a- es	I like it here, and I'm very happy to meet you! Me gusta aqui, y me encantado a conocerte! May goo-stah ah-key, ee-h may en-cone-tah-doe ahh co-no-ser-tay!	
I need you _____ Te necesito _____	I'm studying.....spanish Estoy estudiando.....Espanol	

Tay-nes-es-e-to

I need her ...
Necesito su
Nes-es-e-to

I need him...
Lo necesito
Low nes-es-e-to
Hi! My name is
Hola! Me Llamo
Oh-lah! May yah-mo On-nah

I am from _____, New York
Soy de _____, Nuevo York
Soo-ay day _____, New-way-vo York.

I am _____ years old
Tengo _____ anos!
Teng-go _____ on-yohs

Es-toy es-tudi-on-do.....es-pon-yoll

Where are we going?
A donde vamos?
Ah don-dey vah-mos?

I need to go to this address
Yo necesito ir a esta direction
Joe nes-es-seeto ear ah es-tah dee-reck-see-
I can't find my friend
No puedo encontrar mis amigos
No pu-way-do en-con-trr-are mees a-mee-goes

I am married (I have a husband/wife)
Tengo un esposo/esposa
Teng-go oon eh-po-zo/eh-po-za

I'm looking for
Estoy buscando
Es-toy boo-scon-doe

Handy Spanish Words

<p>Numbers</p> <p>1 Uno 20 Veinte</p> <p>2 Dos 30 Treinta</p> <p>3 Tres 40 Cuarenta</p> <p>4 Quatro 50 Cincuenta</p> <p>5 Cinco 60 Sesenta</p> <p>6 Seis 70 Setenta</p> <p>7 Siete 80 Ochenta</p> <p>8 Ocho 90 Noventa</p> <p>9 Nuevo 100 Cien</p> <p>10 Diez</p> <p>Good- bueno Where- donde</p> <p>Bad- malo What- que?</p> <p>Below-abajo How- como</p> <p>Over- arriba When- cuando</p> <p>Right-derecha Who-quien</p> <p>Left-izquierda Later- despues</p> <p>Behind-en atras Now- ahora</p> <p>In front-en frente</p> <p>I need you to... Open....abrir</p> <p>Necesito... Close- cerrar</p> <p> Come here-vengas aqui</p> <p> To mix-mezclar</p> <p> To put(in) -poner</p> <p> To rest-descansar</p>	<p>I need a.... or please lend me..... please</p> <p>Necesito un... Presta mepor favor</p> <p>Shovel- Pala</p> <p>rake- rastro</p> <p>hoe- azada</p> <p>trowel- llana</p> <p>hose- manguera</p> <p>block – bloque</p> <p> concrete-concreta</p> <p>cement- cemento</p> <p>water- agua</p> <p>Screwdriver-destornillado</p> <p>Rope-cuerda</p> <p>bend- curva</p> <p>short-corto</p> <p>long-largo</p> <p>Piece-pieza</p> <p>hammer-martillo</p> <p>a soda- refresco</p> <p>a drink- bebida</p> <p>this-este/esto</p> <p>that- ese/eso</p> <p>there-ahi</p> <p>I am....</p> <p>tengo....</p> <p>tired-cansado</p> <p>hot-calor</p> <p>cold- frio</p> <p>hungrey-hambre</p> <p>thirsty- Sed</p>
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Sample fundraising letter that you can send to members of your church and your family

BORDER BUDDIES MINISTRIES SHORT-TERM MISSION TEAM #37

On May 16th through May 26th, 2016 God has provided a wonderful opportunity for me to be a member of a mission team made of up people from Pennsylvania Avenue United Methodist Church along with other area churches. We will travel to Tegucigalpa, Honduras as a short-term construction team for Border Buddies Ministries, mixing and pouring concrete and laying up cinderblock walls.

The team will be staying with missionaries Mike and Glenda Miller and will work on a school called "21st of October Institute" in an impoverished barrio of the city. Our physical mission will be to add a second floor to an existing building and begin work on four new classrooms in order to alleviate severe overcrowding. But our real work will be interacting with the children and the teachers in the school and showing God's love to the people of that community.

I am asking for your help on this project. Each of us on team is responsible to encourage a "support team" of family and friends to pray for the mission team and to help with the cost, which is \$1300.00 per person. Tax-deductible contributions for my support can be made out and sent to Border Buddies Ministries at P.O. Box 1254, Elmira, NY 14902 or you can give them directly to me. When you write a check please do not put my name anywhere on the check per IRS rules. Make it out to Border Buddies Ministries, with "Honduras Mission Team 37" in the memo line and include the enclosed donor support form with your contribution on which you can indicate my name.

Thank you for supporting me; if you are unable to give a monetary gift, please remember to pray for me and for our mission team. This trip promises to be a wonderful and exciting opportunity to serve and share God's amazing grace.

Sincerely,

Member
Honduras Mission Team #37

"The King will reply, 'Truly I tell you, whatever you did for one of the least of these brothers and sisters of mine, you did for me.' Matthew 25:40

Sample fundraising letter that your church can send out

Ironwood United Methodist Church

Dear Tops,

Ironwood United Methodist Church, along with several other local churches, is helping to sponsor a Missions Trip to Honduras in May. The Missions Team, sponsored by Border Buddies Ministries, will be working on renovations at a local Honduran school. Ironwood is having a Spaghetti Dinner on Thursday March 10th, 2011 as a fundraiser for this Missions Trip. We are asking for your support either financially or a donation of a product toward our spaghetti dinner. In anticipation of your approval, we ask that we post your name as a form of advertisement in return for the donation. Please feel free to contact me at 734-1234. Produce or financial donations can be made to the following address.

*Ironwood Church
123 Ironwood Ave
Ironwood, NY
14900*

Thank you for your continued support towards our ministries.

*John Doe - Team Leader
Border Buddies Ministries team #10*

Sample fundraising letter that your pastor can send to your congregation

Ironwood United Methodist Church

123 Ironwood Avenue Ironwood, New York 14900

(607) 734-1234

Dear Friends and Family,

On May 25th- to June 6th 2010 God has provided a wonderful opportunity for a ten-person team from Ironwood United Methodist Church to travel to Tegucigalpa, Honduras for a short-term mission experience.

The team will be working on an addition to a public school near missionaries Mike and Glenda Miller's home. The team hopes to finish building the walls and start putting the roof on the second story of the school. We will be interacting with the children in the school and showing God's love in the community.

We would like to take this opportunity to ask you to keep the whole team in your prayers. The team consists of John Doe, Mary Doe, Robert Brown, Mary Black, John Blue, Deborah Naphtali , Nancy Hood, Bruce Armstrong & Ron deRaice. We would also like to ask you to possible consider supporting us financially in some way if you feel lead to do so.

This year we are approaching support letters from team members differently. As a member of the congregation you will only be receiving one letter. If you choose to make a donation you can make on your donation slip that you donation goes towards the team expenses, or to a specific person as scholarship money. or you can simply leave it blank and leave it at the teams discretion.

Each participant is responsible to raise a "support team" to pray for the mission team and to help with the cost, which is \$1300.00 per person. Would you prayerfully consider making a donation to Ironwood on our behalf? Tax-deductible contributions can be made out to Ironwood. Please put Honduras mission team 10 in the memo line and include the enclosed donor support form with your contribution. Please do not put my a participants name anywhere on the check. Please understand that any contribution to Ironwood is a gift and is non-refundable.

Thank you for considering supporting us, if you are unable to; please remember to pray for us. The trip promises to be a wonderful and exciting opportunity to serve and share.

Sincerely,

Honduras Mission Team #10

Sample fundraising letter your church/pastor can send to local businesses

Business name
Address 1
Address 2
City, State, Zip

February 20, 2011

Dear _____,

A short-term Mission Team from the Elmira-Horseheads area, representing 3 local churches, will be traveling to Honduras from May 26th- June 5th, 2011. Our team will consist of 11 people that are volunteering to leave their jobs, families and homes to have the ability of helping those less fortunate. Our task will be to participate in the renovation of a school in Tegucigalpa, Honduras.

We, as a Mission Team, would like to request any type of donation that could help us with our goal of \$8500.00. All monetary donations will be used to purchase materials for the renovation of the school. Contributions can be made out to Ironwood UMC, Mission Team #10 at the address below.

We would like to express our gratitude in advance for your support and consideration of this very worthy project. If you have any questions or require additional information we would be glad to provide this information at your request. Thank you again for your consideration. You can reach me at the following address or phone me if you have any questions. Additional information can be found at our sponsoring organization, Border Buddies at mgmillermission.org

Sincerely and Gratefully yours,

Daniel Moody, Pastor Ironwood UMC

Team Members

John Doe	Joy Dewalt	Ron deRaice
Mary Black	Bruce Armstrong	Mary Blue
Deborah Naphtali	Nancy Hood	Elizabeth LeHem
Amanda Botte	Jerry Salem	

Contributions You Can Deduct

Generally, you can deduct your contributions of money or property that you make to, or for the use of, a qualified organization. A gift or contribution is “for the use of” a qualified organization when it is held in a legally enforceable trust for the qualified organization or in a similar legal arrangement. The contributions must be made to a qualified organization and not set aside for use by a specific person.

Travel. Generally, you can claim a charitable contribution deduction for travel expenses necessarily incurred while you are away from home performing services for a charitable organization only if there is no significant element of personal pleasure, recreation, or vacation in the travel. This applies whether you pay the expenses directly or indirectly. You are paying the expenses indirectly if you make a payment to the charitable organization and the organization pays for your travel expenses.

The deduction for travel expenses will not be denied simply because you enjoy providing services to the charitable organization. Even if you enjoy the trip, you can take a charitable contribution deduction for your travel expenses if you are on duty in a genuine and substantial sense throughout the trip. However, if you have only nominal duties, or if for significant parts of the trip you do not have any duties, you cannot deduct your travel expenses.

Deductible travel expenses. These include:

- Air, rail, and bus transportation,
- Out-of-pocket expenses for your car,
- Taxi fares or other costs of transportation between the airport or station and your hotel,
- Lodging costs, and
- The cost of meals.

Because these travel expenses are not business-related, they are not subject to the same limits as business related expenses. For information on business travel expenses, see *Travel* in Publication 463, *Travel, Entertainment, Gift, and Car Expenses*.

Contributions You Cannot Deduct

There are some contributions you cannot deduct. There are others you can deduct only part of. You cannot deduct as a charitable contribution:

1. A contribution to a specific individual,
2. A contribution to a nonqualified organization,
3. The part of a contribution from which you receive or expect to receive a benefit,
4. The value of your time or services,
5. Your personal expenses,
6. A qualified charitable distribution from an individual retirement arrangement (IRA),
7. Appraisal fees,
8. Certain contributions to donor advised funds, or
9. Certain contributions of partial interests in property.

Donor Support Form

****Please include this with your donation****

Yes, I (We) would like to support the Border Buddies Team # _____
Honduras Mission Trip

I am enclosing a gift of \$ _____ to be applied as indicated (select either or both)

Please apply \$ _____ of my donation toward project expenses (our goal is \$6,000)

Please apply \$ _____ of my donation toward a specific team Member(s)* as listed

here: _____

*The IRS prohibits Border Buddies from processing donations with the participant's name designated on the check.

For a receipt of your tax-deductible gift, make your check payable to: *Border Buddies Ministries*

Please write in the memo line on your check: *Honduras Mission Team # _____*

*DO NOT write the name of the team member on the check as it will nullify your tax deduction.

Return this form with your check to:

TEAM # _____

Border Buddies Ministries, Inc.

P.O. Box 1254

Elmira, NY 14902

Donor Support Form

****Please include this with your donation****

Yes, I (We) would like to support Border Buddies Team # _____
Honduras Mission Trip

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Please apply \$ _____ of my donation toward project expenses (our goal is \$6,000)

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P.O. Box 1254

Elmira, NY 14902