



reachglobal
crisis response

Team Leader Information

ReachGlobal Crisis Response, the crisis response ministry of EFCA

Revised April 2022

We exist to Develop, Empower, and Release the Body of Christ to show His love in times of crisis...to multiply Transformational churches among all people.

Mark Lewis, Director
ReachGlobal Crisis Response
19380 N. 10th Street
Covington, LA 70433

CRISIS RESPONSE

Thank You...

Thank you for your willingness to serve with ReachGlobal Crisis Response. God sends us into areas affected by disasters to build relationships in the lives of the people with whom we will come in contact. Those relationships create the opportunity to make disciples for the Kingdom and to multiply transformational churches.

Hands and Feet – living your faith

Coming to serve on a team is an opportunity to live out your faith by working at the intersection of the Great Commandment and the Great Commission.

Plan to serve as God leads. Be opened to ministering to the spiritual, emotional, and physical needs of those affected. If you focus on letting the light of Jesus shine through you in all of the details and plans, He will be glorified, and you will receive maximum joy. Removing drywall and carpet becomes an opportunity to thank God for the things He has given you. Sitting through traffic becomes a quiet time. Listening to a homeowner share their story becomes a chance to encourage another and grow relationally. Living every moment as a conduit for Christ can become life changing in this fertile environment! Your ministry investment will add to ongoing church planting partnership efforts.

All the People of the World – it's about the people

We serve all of God's people: rich, poor, every ethnicity, shape, and size. Though sent to do work tasks, we are ultimately in a position to be Christ-like servants by loving homeowners and their neighbors. We have a unique chance to be Jesus in the flesh to someone who perhaps has never met Him...someone who never gave a thought to the need for a Savior in their life. *We are about the people, not the projects.*

You are the Shepherd – your role has impact

Your team is looking to you to provide leadership and guidance. Each one on the team is being called by God to serve. Spiritually guide your teammates on how their actions before, during and after their mission trip is meant to glorify God (Colossians 3:23). As their leader, an important part of your role is for you to keep your team informed. Communicate team expectations early and often, including submitting the information needed to participate on the mission trip.

"That's Just the Way I Like It!" – God is in control

Flexibility is crucial for all short-term missionaries - which is what you are by partnering with us on this trip! No one knows what God will bring your way or ask you to do. Be ready for the unexpected by eliminating preconceived expectations. In this ministry, when things don't go according to schedule or in the way that you think things should go, our adopted slogan is, "That's just the way I like it!" It reminds us that God is in control and any of our plans are quite subpar to His. Your *success* in this ministry is truly measured by your *obedience* to God. A willing spirit and open mind will enable wonderful engagements between you, your team members, and homeowners. Please consider using the "Release of Rights" contract (included in this packet) with your team to prepare for your short-term mission!

Join the Revival – make it part of your DNA

Our prayer is that after you return home, you will keep this experience in the forefront of your mind and bring home the idea that serving God and people can happen right in your own back yard! While here, we hope God will ignite new ideas and passions in your heart and you and the members of your team will return home with a desire to serve the Lord in new and meaningful ways!

Serving Him in constant awe,

ReachGlobal Crisis Response Staff

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Response Team Application

INSTRUCTIONS: PRINT THIS FORM, COMPLETE IT, GET SIGNATURE FROM CHURCH APPROVER,
THEN SUBMIT THE REQUEST TO SERVE BY SCANNING COMPLETED FORM TO RESPOND@EFCA.ORG

CHURCH INFO	TEAM INFO	APPROVAL
Church Name:		
Mailing Address	City:	State:
Zip:	Email:	
<i>Please check where your church would like to serve*:</i>		
Hazard, KY	Lake Charles, LA	
Morehead City, NC	Paradise, CA	Other (list location):
Total number of times served with ReachGlobal:		
Last location served:		
Month/Year when you last served:		
Team Leader Name:		Estimated Total # of Team Members:
Cell Phone:		
Other Phone:		
Email:	Arriving by:	Car Van Bus Plane Other
1 st Choice Arrival:	2 nd Choice Arrival:	
1 st Choice Departure:	2 nd Choice Departure:	
<i>Dates subject to availability. Team Leader will receive email confirmation once approved.</i>		
Team Fees: \$50 deposit per person due upon emailed confirmation from respond@efca.org . Total fee: \$340 per person for the week (deduct deposit from total if paid separately). Please include payment forms in packet when mailing payments to ReachGlobal Crisis Response, 19380 N. 10th Street, Covington, LA 70433. Email respond@efca.org or call 985.888.1060 with questions.		
Approver's Signature (the pastor/elder approving this short-term mission trip):		
Approver's Name of Pastor/Elder:		
Approver's Signature: _____		
Phone:	Email:	

**Maximum team size by site: Hazard-8, Lake Charles-20, Morehead City-15, Paradise- 15*

TEAM LEADER CHECKLIST

Payments and one complete set of the original Conditions of Participation forms must be mailed a minimum of three weeks in advance to ReachGlobal Crisis Response, 19380 N. 10th Street, Covington, LA 70433. All other items are scanned or submitted online.

AS SOON AS POSSIBLE, BUT A MINIMUM OF TEN WEEKS PRIOR TO DEPARTURE

- ☐ Pray. Ask God to guide your church or organization as they send the team onto the mission field. Pray for your team's willingness to "Trust in the Lord with all your heart and lean not on your own understanding." (Proverbs 3:5)
- ☐ It's important that you read the entire **team leader packet** to get an overview of your mission trip. As the leader you have accepted the responsibility to oversee the completion of the volunteer information needed from each volunteer.
- ☐ If you have not already done so, complete a team application found on page 4 of this packet. Scan your completed application to respond@efca.org. If you are unable to scan, you can fax your application to 985-893-0175. A third option is to mail the application to ReachGlobal Crisis Response, 19380 N. 10th Street, Covington, LA 70433. Your application will be reviewed to ensure your requested dates are available. If your requested dates are not available, you will be contacted to discuss alternative options.
- ☐ Check for the confirmation email of your mission trip. The email will be from respond@efca.org and will include links to two online forms which gather the majority of information needed from each volunteer to serve with ReachGlobal Crisis Response.
- ☐ If you have not received the confirmation email within five days of when you submitted your application, please email respond@efca.org to confirm your application was received.
- ☐ Once you receive the confirmation email, it will include a link to an online form that you must forward to all members of your team. Provide your teammates with a deadline for completing all tasks listed in the confirmation email. There is a second link in the confirmation email titled "Team Demographic" that only the team leader needs to complete.
- ☐ Print the Deposit Payment Form (page 14) and attach one check to cover the \$50 per person non-transferable, non-refundable deposit **after** you receive confirmation that your mission dates are available. Please include the Deposit Payment form with your deposit check. At this time, we are only able to accept checks or money orders. Please mail the payment to ReachGlobal Crisis Response, 19380 N. 10th Street, Covington, LA 70433.
- ☐ Calculate the cost of the trip. Our fee per person is \$340. Begin calculating your budget to include the \$340 fee, your travel and other expenses. Our ministry provides breakfast Monday through Friday and dinner Monday through Thursday. All other meals are not included, therefore the meals not covered should be included in your budget. If you are flying, include the cost of renting vehicles to arrive and travel to the mission sites. Whether flying or driving, teams need to arrive at the mission site in time for orientation which usually begins between 5 and 6 pm on Sunday evening at most locations. **Any exception MUST be preapproved before making your travel plans.**

TEAM LEADER CHECKLIST (continued from page 5)

- ☐ We encourage you to create a binder to hold all your materials related to your mission trip, including copies of the *Conditions of Participation* that your team members submit to you.
- ☐ Create a calendar to track team activity such as team meetings, **due dates to submit payments and volunteer information to ReachGlobal Crisis Response**, team events including prayer evenings, fund raising parties, and skill development opportunities at a local do-it-yourself store. It is highly suggested that you meet regularly to build a team that is unified and God honoring.
- ☐ Schedule team meetings. Meetings should take place where everyone will be comfortable, yet be alert to plan for the mission trip.
- ☐ Please check with your team to see if there are any medical conditions that could cause difficulty participating on a mission trip. If there are concerns or questions about the health of any team member, please email respond@efca.org or call 985-888-1060 before purchasing a plane ticket for the person in question (i.e., bladder or heat related issues, allergies, etc.).

MINIMUM OF EIGHT WEEKS PRIOR TO DEPARTURE (before if possible)

- ☐ After you receive your mission trip confirmation, **it is critical** that if traveling by plane, you book flights for a Sunday arrival with enough time to collect baggage, pick up rental vehicle(s) and travel to the response site by 5:00 pm. Coordinate your departure to head back home on **Friday after the workday** (usually done by 1:00 pm but calculate that you will need time to clean up). Some teams have used Friday night to go to dinner in celebration of the week. Please ensure your plans include departing the response site by **Saturday morning by 9:00 am**. Email respond@efca.org if requesting alternative dates or travel times.
- ☐ Distribute the *Conditions of Participation* form to each team member either by email or in a paper format (found in this packet, pages 17-19 for adults and pages 20- 22 for minors).
- ☐ If team members are required to raise support, ask them to draft support letters as soon as possible, but to obtain your review and approval of their support letter prior to distributing. A sample letter is available upon request.
- ☐ Distribute the "Release of Rights" form to team members (pg. 16). **This form is not to be returned to ReachGlobal** but is a tool for the team leader to review with each team member to remind them that God is in control, and they are in God's care.
- ☐ Distribute the "Packing List" to team members (pg. 12).

MINIMUM OF SEVEN WEEKS PRIOR TO DEPARTURE (before if possible)

- ☐ **Remind your teammates of the deadline to complete the online form.** The link to the online form is found in the confirmation email from respond@efca.org confirming the mission trip.
- ☐ Remind your team members of the deadline to submit a completed **original** of the *Conditions of Participation* to the Team Leader.

MINIMUM OF SIX WEEKS PRIOR TO DEPARTURE (before if possible)

- ☐ **Inform team members to obtain a Tetanus shot** if the volunteer has not received one in the last 10 years. You do not need to provide confirmation; however, let team members know the importance of a Tetanus shot due to the nature of relief work.

MINIMUM OF FIVE WEEKS PRIOR TO DEPARTURE (before if possible)

- ☐ Mail the balance check payable to EFCA in the amount of \$290 per person using the **Balance Payment Form** (page 15). If the deposit was not yet submitted, send in \$340 per person. List the location the team is serving and "Team Balance" in memo line of the check.
- ☐ Collect from each volunteer the completed **original Conditions of Participation**. **Prior to mailing to ReachGlobal Crisis Response, scan each Conditions of Participation to respond@efca.org.**

Please confirm in advance of scanning the *Conditions of Participation* that all forms include:

- o Blank lines filled in on the first paragraph of the form
- o The signature section is complete and witnessed by another adult **-OR-** notarized

Once the ReachGlobal staff confirms the scanned *Conditions of Participation* are complete, the team leader will be notified to mail the originals to ReachGlobal Crisis Response, 19380 N. 10th Street, Covington, LA 70433.

All pages of the Conditions of Participation must be mailed to the address listed. Please note, the adult version of the *Conditions of Participation* is two to three pages based on who signed the form. The *Conditions of Participation for a Minor* is three pages.

MINIMUM OF TWO WEEKS PRIOR TO DEPARTURE (before if possible)

- ☐ Please obtain a copy of everyone's medical insurance card/information. Take a copy of the medical cards with you on the trip in case they are needed due to an emergency situation.
- ☐ Confirm with the person overseeing finances, at your church or organization, that the deposit and final payment have been sent to ReachGlobal Crisis Response, 19380 N. 10th Street, Covington, LA 70433.
- ☐ Suggest to your teammates that they will want to bring spending money for snacks and other personal expenses. Sometimes the team arranges to go out the last night of the mission trip to share a meal and to sightsee, and often to purchase souvenirs to bring home.

TRIP COSTS

Trip Cost: The fee for the trip is \$340 plus travel and personal expenses. Included in the fees listed above each volunteer will receive a ReachGlobal Crisis Response t-shirt. Volunteers may purchase an additional t-shirt for \$10.

Payments: The mission trip fee is paid in two payments. A \$50 per person non-refundable, non-transferable deposit is required when you receive confirmation that your application to serve was approved.

The \$50 deposit per person will be applied to the \$340 for the mission trip. Send the deposit no later than 30 days prior to the team's arrival on the mission field.

Example: Calculating Mission Fee for a Team of 10

Deposit: $10 \times \$50 = \500

Balance pmt: $10 \times \$290 = \2900

*Total for trip for 10 volunteers = \$3400**

The trip fee goes toward sustaining the volunteer response during the long-term recovery, ministry/construction supplies /materials, and to cover ongoing ReachGlobal ministry needs.

To make your deposit, please complete the Team Deposit Payment Form (page 14), attaching **one check** to pay for the entire team. Make the check payable to "EFCA." In the memo line, please note your church's name if the name is not printed on the check and include the dates and location where you will be serving. The amount of the check is based upon the number of volunteers you plan to send (see example above).

Mail deposit check to:

**ReachGlobal Crisis Response
19380 N. 10th Street
Covington, LA 70433**

One month prior to your arrival, complete the Balance Payment Form (page 15), attaching the balance check for the entire team made payable to "EFCA." Please continue with the practice of noting the name of your church, location, and dates of where you are serving in the memo line.

The amount of the balance check is based upon the number of volunteers who are going on the mission trip, minus the \$50 per volunteer deposit if already paid. In the Calculating Mission Fee for a Team of 10, example above, if the number of volunteers for the trip remained at ten (10), the balance check would be made out to EFCA in the amount of \$2900 ($\$340 - \50) $\times 10$. Please complete the payment form (page 15 of this packet) and mail to the mailing address listed above.

FORMS – PAPER AND ONLINE

TEAM MEMBER PRE-FIELD RESPONSIBILITY

As a team member, each volunteer, including the Team Leader, has the responsibility of completing the following tasks:

- Complete the online form (Team Leader sends the link to each volunteer)
- Conditions of Participation form (see pages 17-19 for adults or pages 20-22 for minors)
- Release of Rights form (see page 16)

TEAM LEADER PRE-FIELD RESPONSIBILITY

As the team leader, you have the responsibility to ensure the completed information reaches ReachGlobal Crisis Response prior to your scheduled mission trip. The email confirmation of the mission trip will include due dates to ensure the information is submitted and complete:

- Application to Serve (page 4)
- Conditions of Participation (pages 17 -22)
- Deposit Payment Form (page 14)
- Balance Payment Form (page 15)

Please include your church name, week of service and ministry location on all forms and/or emails you submit to ReachGlobal Crisis Response.

ONLINE FORMS

VOLUNTEER DATA - Much of the information needed from each volunteer comes directly from their responses to the online form. It should take approximately fifteen minutes or less to complete the task of answering the questions. Their responses will be sent directly to the ReachGlobal Pre-field Coordinator. Please note that each mission trip has a **unique link** to an online form, specific to the week that you are serving with us. Please **do not reuse** a link for a future mission trip with ReachGlobal Crisis Response.

The confirmation email that provides the link to the online form looks similar to this sample – please access your team's unique link from the confirmation email

SAMPLE DO NOT USE:

Please forward this link to each member of your team which will take them to an online form that collects most of the volunteer information we need:

<https://forms.office.com/Pages/ResponsePage.aspx?id=ndHXMfBmbkqG0ok>

TEAM DEMOGRAPHIC – The confirmation email contains a second link. The Team Leader is the **ONLY** person who needs to complete that second online form titled Team Demographic. The information is used by the response team to coordinate the details of the week that you will be serving. This online form should take just a few minutes to complete and will be automatically sent to the Pre-field Volunteer Coordinator.

PREPARING FOR YOUR MISSION TRIP

POSSIBLE WORK TEAM ASSIGNMENTS:

- o Relational Ministry
- o Prayer
- o Construction
- o Help support our Church Planter partners in a variety of ways
- o Community Ministry (VBS, sports, music, etc.)
- o Other needs as determined

ReachGlobal staff will use the information the volunteers completed on the online form to best utilize the skills and gifts of your team. The Team Leader will be notified of the team's work assignment approximately a week to ten days prior to your arrival. The Team Leader can expect a call from ReachGlobal staff to discuss what tasks the team will most likely work on during your mission trip. If upon your arrival your team is assigned to a different task, please be flexible and willing to do whatever is needed.

Thank you in advance for your flexibility!

PRE-FIELD WORK TRAINING: Many potential work assignments include various aspects of construction. It might benefit your team to obtain training for this type of work. We suggest that you contact your local home improvement store, requesting that they schedule training for one or more basic constructions skills: painting, drywalling, tiling, etc. We have found that most stores will schedule special classes for your group, especially when they know that you'll be working at a location that experienced a crisis. An alternative idea is to ask a contractor who attends your church to hold similar training classes or identify a need in your community and come up with a plan for your team to fill that need. In each case, pray before, during, and after for God to guide your steps. This type of training will allow you and your team to learn while serving. While this pre-field training is not mandatory, it can be used to develop skills and build team unity.

PRE-FIELD MINISTRY TRAINING: Since the focus of our ministry is people, we ask that you, as part of your team building and trip preparation, engage in at least three (3) team meetings to pray for the trip; to study God's Word in relation to compassion, service and sharing the Gospel; to build team relationships; and, to coordinate logistics for the trip. We also suggest that you consider serving as a team in your own community prior to coming to serve.

TEAM MANAGEMENT: You are responsible for transporting your team to the site each day. Please be flexible with us as specific work assignments may require that your group be divided up to work at multiple worksites. Someone on your team will be asked to be a site team leader to work alongside the site supervisor, a ReachGlobal staff member or trained friend of the ministry.

LOCATION AND NAVIGATION

LODGING: Most of our response sites have bunk beds with a bare twin mattress for volunteer use. In some cases, the lodging is on the floor of the church classrooms. You will be notified well in advance of your team's specific sleeping arrangements. There may be a requirement for your team to bring a single inflatable mattress. The Team Leader receives a Frequently Asked Questions (FAQ) document with the confirmation email that describes that site's accommodations. The FAQ will also indicate if a washer and dryer is on site.

Please do not bring campers or mobile homes to the hosting churches. We do not have the capacity to host volunteers in campers.

LOCATION OF WORKSITES: On your first full day with us, you will receive the address of where you will be serving. Once you have the exact address, we suggest that you use the GPS on your cell phone to navigate to the worksite.

PARKING: Parking availability is based upon where your team is scheduled to work. It's anticipated that you will be able to park in front of or near the site where you will be working. Be sure to abide by parking signs to avoid a parking citation.

FLYING: If your team is flying to the mission site, please make sure that all members of your team have a valid form of identification. It is your responsibility to be aware of changes to travel requirements that can impact your team's travel.

WEEKLY SCHEDULE

Week-long mission trips start Sunday evening and conclude either Friday night or early Saturday morning. Teams have the option to leave either day to start their journey home.

Devotions are presented at breakfast each morning. In your confirmation email, your team will be asked to prepare and present up to three Bible-based devotions for the week.

WEEKLY SCHEDULE (subject to change)

SUN - Arrival - get settled in, purchase food, orientation

MON - THURS - Devotions, workday, prayer walk, relationship building, sharing time

FRI - Devotions, Team Debrief, half workday, depart for home today

SAT - Option to depart today - please plan to depart for home by 9 am

MEALS

We provide breakfast Monday-Friday and dinner Monday-Thursday. Teams are expected to provide their own lunches. Please provide us with a two-day notice if you will **not** be joining us for a meal at any point during the week, as many of them are brought by church members, and we work very hard to provide an accurate head count to our cooks for meals.

Half week-long mission trips are available. The half week trip starts Wednesday evening and concludes Saturday mid-afternoon. The schedule and meal service are revised accordingly.

PACKING LIST

PERSONAL PACKING LIST

- ☐ Bible
- ☐ A flexible and servant-like heart and attitude!
- ☐ Sleeping bag/linens
- ☐ Pillow
- ☐ Flashlight
- ☐ Soap
- ☐ Shampoo/conditioner
- ☐ Deodorant
- ☐ Toothbrush/toothpaste
- ☐ Towel
- ☐ Recyclable water bottle
- ☐ Mask (have one in case of local guidelines or homeowner's preference)
- ☐ Sunscreen
- ☐ Twin-size air mattress (as needed, by location)
- ☐ Copy of your medical insurance card

CLOTHES:

- ☐ Work clothes
- ☐ Long-sleeved shirts for November-April
- ☐ Long pants and/or cargo shorts
- ☐ Casual clothes for evening times and traveling
- ☐ Sweater, sweatshirt, or light jacket in season
- ☐ Modest sleeping clothes
- ☐ Hat
- ☐ Work shoes (Tennis shoes are acceptable; steel toes are not required)
- ☐ Flip-flops for showers or evenings

OPTIONAL:

- ☐ Earplugs
- ☐ Laptop (WI-FI not available in all locations)
- ☐ Rain gear
- ☐ Gift cards to donate - Lowes, Home Depot, Office Depot, Wal-Mart etc.
- ☐ Gatorade dry mix or bottles

IMPORTANT ITEMS TO CONSIDER

REST

An overly tired worker may not be able to minister effectively when opportunities arise. It is important that everyone work at a reasonable pace throughout the day and stay hydrated. Your team is often the first to notice if someone on the team needs to rest or hydrate. Please encourage your team to say something if they see something.

RISK

The work sites will by nature have risks associated with them. Your safety is not guaranteed. We ask that each team member read and complete *Conditions of Participation* for Adults or Minors. The *Conditions of Participation* forms must be completed and submitted to the Pre-field Volunteer Coordinator **at least three weeks** before you leave for this trip. Anyone under the age of 18 must get a parent or guardian to sign the *Conditions of Participation for a Minor*. Also, while at some work sites, wearing long pants are suggested, so plan ahead and include a pair of long pants in your suitcase. Safety goggles are also recommended. **A Tetanus immunization within the last 10 years is required**, but documentation is not required. Confirm with each volunteer that their Tetanus shot is current.

DONATED ITEMS

There are a number of items that we would greatly appreciate, but they vary throughout the life of the response and by location. Please don't bring any items without clearing it with the on-site volunteer coordinator first. Our storage space is limited, and we often have difficulty distributing well-intentioned donations.

Each of our sites would appreciate gift cards to Wal-Mart, Home Depot, Lowes, Sam's Club, Office Depot, or Visa gift cards. You can also check with the on-site coordinator to see what would be most helpful at the location where your team is serving.

MAILING ADDRESS FOR FORMS AND FEE PAYMENTS

(Please include payment forms on pg 14 & 15 with checks)

ReachGlobal Crisis Response
19380 N. 10th Street
Covington, LA 70433

QUESTIONS

If you have any questions or concerns, please don't hesitate to call us at 985.888.1060 or email us at www.respond@efca.org.



PLEASE SEND TO:
REACHGLOBAL CRISIS RESPONSE
19380 N. 10TH STREET
COVINGTON, LA 70433

RESPONSE TEAM DEPOSIT

PAYMENT FORM

(Please include with payment. Do not staple. Make check payable to EFCA.)

Church/Organization:

Response Site:

Trip Dates (arriving/ departing): /

Team Leader:

Email:

Phone:

DEPOSIT: _____ people x \$50 = **Total Enclosed \$**



PLEASE SEND TO:
REACHGLOBAL CRISIS RESPONSE
19380 N. 10TH STREET
COVINGTON, LA 70433

RESPONSE TEAM BALANCE PAYMENT PAYMENT FORM

(Please include with payment. Do not staple. Make check payable to EFCA.)

Church/Organization:

Response Site:

Trip Dates (arriving/departing): /

Team Leader

Email:

Phone:

BALANCE PAYMENT: _____ people x \$290 for deposit paid: \$
 _____ people x \$340 for no deposit paid: \$

TOTAL ENCLOSED = \$

RELEASE OF RIGHTS

We live in a world that is full of rights. Our particular culture is one where we take pride in our rights. As a matter of fact, the rights of individuals are constitutional! As we see the demand of individual rights increase, we see much of the moral fiber of our society decrease. Our Lord Jesus Christ laid down His rights and all His glory, to the heavens, to become a man and to serve, not to be served. (Philippians 2:5-11 and Mark 10:45)

We ask you to consider laying down your rights on this mission trip. Not to lay them down for better or for worse, but to entrust them to the Lord or transfer the responsibility of them to a place of safe keeping. These rights may seem reasonable but on a short-term mission trip they could cause dissension. **Would you take time to search your heart and consider your willingness to surrender your rights to the Lord? Romans 12:1**

I GIVE UP MY RIGHT TO:

A comfortable bed
Having three meals a day
Having familiar food Dressing
fashionably
Seeing results
Control of myself
Control of others
Control of circumstances
Having pleasant circumstances
Making decisions
Taking up offense
Being successful
Being understood
Being heard
Being right

I ENTRUST TO GOD:

My strength and endurance
My health and strength
My likes and dislikes of food
My security in Him
His purposes and fruit in His timing
My need for His Spirit control
His workmanship in others
My circumstances to His purposes in making me
Christ-like
The privilege of suffering for His sake
His sovereign hand on my life
My deepest needs
My security in His love
My reputation
My need for recognition
My need for His righteousness

I give God permission to do anything He wishes to me, with me, in me, or through me that would glorify Him.

_____ (signed)

_____ (date)

A Ministry of the Evangelical Free Church of America (EFCA)
Conditions of Participation
Assumption of Risk and General Release Agreement

- *Complete the blank lines found in the first paragraph of this form*
- *Print the completed form before signing at the bottom of page 2 in front of one witness of your choosing **OR** on page 3 in front of a notary.*
- *If serving with a team, provide your team leader with this completed form with required signatures—must be original form, no photocopies. If serving independent of a team, mail your original form to ReachGlobal Crisis Response, 19380 N. 10th Street, Covington, LA 70433.*

IN CONSIDERATION for my participation in a short-term mission trip, sponsored, organized, and operated by ReachGlobal, a ministry of the Evangelical Free Church of America, to _____ on or about _____, 20____ to _____, 20____, to serve with the ReachGlobal team and will include without limitation, travel, team training, construction, outreach ministry, sightseeing, sports, recreation, and other similar activities customarily associated with ReachGlobal team mission service (hereafter, collectively referred to as “**my Mission Service**” or “**Mission Service**”), I agree to all the terms and conditions set forth in this agreement (“**Agreement**”):

1. General Risks of Missionary Activities. I am aware of the hazards and risks to me and my property that are associated with serving in a missions capacity, such hazards and risks including without limitation, injury; accidents; disease; inadequate medical services and supplies; criminal acts (including terrorism); natural disasters; weather conditions; government action; the risks of traveling to or from my mission destination; and other undefined harm or damage which may not be readily foreseeable, and other present unknown risks and dangers (collectively, “**Risks**”). I recognize and understand that the Risks have always been associated with Mission Service and cannot be eliminated. I knowingly, voluntarily, and willingly assume the Risks.

I understand that ReachGlobal and the EFCA are not responsible for matters beyond their control and that they cannot warrant the safety or suitability of the circumstances under which I will be living or working. I acknowledge that it is my responsibility to take every precaution to safeguard my health and protect my personal belongings from damage or theft.

2. Standards of Conduct. I agree to conduct myself in a manner compatible with local laws and regulations; with all of ReachGlobal’s and the EFCA’s policies and guidance; and the orders and directives of my Mission Service team leaders. I will refrain from conduct that is improper, offensive, disruptive, or otherwise inappropriate for the Mission Service, or that is potentially detrimental to my own or others’ health or safety, or potentially detrimental to ReachGlobal or the EFCA. I understand and affirm that ReachGlobal and the EFCA have sole right and discretion to terminate my participation in the Mission Service, including violations of this paragraph. I further understand that if my participation is terminated, I will not receive any refunds and I will be responsible for arraigning and paying all costs associated with my termination, including without limitation, travel costs.

3. Health Status; Medical Care; Other Emergencies. I certify that I am physically fit and adequately prepared to participate in Mission Service. I agree that it is my sole responsibility to determine whether I am sufficiently fit and healthy enough to participate in the Mission Service and notify ReachGlobal of any health issues or diagnoses that restrict my Mission Service participation. I hereby release ReachGlobal and the EFCA from any and all claims, damages, injuries, or loss arising out of my failure to disclose such health issues or diagnoses.

I understand that I am solely responsible for obtaining any required vaccinations and immunizations prior to my Mission Service.

I understand that I am required to maintain medical insurance throughout my Mission Service and that I am solely responsible for paying for any and all medical care related to my Mission Service.

I authorize ReachGlobal and the EFCA to obtain and render appropriate emergency medical care or treatment for me as may be necessary should any injury, harm, or accident occur during my Mission Service.

4. Photograph & Video Release. I hereby grant ReachGlobal and the EFCA permission to use my image, likeness, and sound of my voice as recorded on audio or videotape without payment or any other consideration for any lawful purpose. I understand that my image may be edited, copied, exhibited, published, or distributed, and I expressly waive the right to inspect or approve the finished product wherein my likeness appears. Additionally, I waive any right to royalties or other compensation arising or related to using my image or recording. There is no time limit on this photographic and video release's validity or any geographic limitations. ☐ By checking this box, I wish NOT to have my photo used for ministry purposes.
5. I agree that should any provision or aspect of this Agreement be found to be unenforceable; all remaining provisions hereof shall remain in full force and effect.
6. I certify that I am age 18 or older. I have carefully read and freely signed this Agreement. I understand and agree that no oral or written representations can or will alter the contents of this document. I agree that this Agreement shall be governed by the laws of the State of Minnesota (excluding its conflict of laws principles), which shall be the forum for any lawsuits filed under or incident to this Agreement.
7. **GENERAL RELEASE.** Knowing the risks described above, I voluntarily agree, on behalf of my family, heirs, and personal representative(s), to assume all the risks and responsibilities surrounding my participation in the Mission Service. To the maximum extent permitted by law, I release and forever discharge, hold harmless and agree to indemnify ReachGlobal; and the Evangelical Free Church of America; and all of their respective officers, employees, volunteers, and agents (collectively, "Releasees") from any and all present or future claims, demands, actions, or causes of action, losses, liabilities, costs and expenses for injury to person or property, or for any other damage, which I may suffer, or for which I may be liable to any other person, related to my participation in the Mission Service (including periods in transit to or from my Mission Service destination), resulting from any cause, including but not limited to negligence on my part or on the part of any of Releasees. I do hereby expressly covenant and agree to refrain from bringing suit or proceedings at law or in equity or otherwise as provided by law, against any of the Releasees on account of any and all such claims, demands, actions, or causes of action.
8. I expressly agree that this Assumption of Risk and General Release Agreement is intended to be as broad and inclusive as permitted by law. I further state that I HAVE CAREFULLY READ THIS AGREEMENT AND UNDERSTAND ITS CONTENTS, AND THAT I AM VOLUNTARILY GIVING UP SUBSTANTIAL LEGAL RIGHTS.

I attest to the truthfulness, accuracy, and validity of the foregoing statements under penalty of perjury under the laws of the State of _____.

Legal signature of team member: _____

Date: _____

Team Member's Printed Name: _____

Witness Signature: _____ Date: _____

Printed Witness Name: _____

OR Notary Stamp on page 3

AUTHORIZATION OF NOTARY PUBLIC

Legal signature of team member: _____

Date: _____

Team Member's Printed Name: _____

STATE OF:

COUNTY OF:

On _____, of 20____, before me, _____, a Notary Public in and for said county,
personally appeared _____, known to me to be the person who executed the within
agreement and acknowledged to me that he/she executed the same for the purposes therein stated.

Notary Public Signature:

My commission expires:

Affix Stamp Here

A Ministry of the Evangelical Free Church of America (EFCA)
Conditions of Participation
Assumption of Risk and General Release Agreement for a Minor

- *Complete the blank lines found in the first paragraph of this form*
- *Print the completed form before signing page 3 in front of one witness of your choosing **OR** in front of a notary.*
- *Provide your Child's team leader with this completed form with required signatures– must be original form, no photocopies.*

1. Parental Consent. I, _____, the undersigned, being the parent or legal guardian of _____, my child (hereafter “**my Child**”) do hereby enter into this Conditions of Participation, Assumption of Risk and General Release Agreement for a Minor (“**Agreement**”) for the purpose of authorizing my Child’s participation in in a short-term mission trip, sponsored, organized, and operated by ReachGlobal, a ministry of the Evangelical Free Church of America, to _____ on or about _____, 20____ to _____, 20____, to serve with the ReachGlobal team serving there, and includes, but not is limited to, travel, team training, construction, outreach ministry, sightseeing, sports, recreation, and other similar activities customarily associated with ReachGlobal team Mission Service (hereafter, collectively referred to as “Mission Service”). I acknowledge that this is a voluntary activity for which I freely give my permission for my Child’s participation.

2. Risks of Missionary Activities. I am aware of the hazards and risks associated with my Child serving in a missions capacity, such hazards and risks include, without limitation, injury; accidents; disease; inadequate medical services and supplies; criminal acts (including terrorism); natural disasters; weather conditions; government action; the risks of traveling to or from my mission destination; death; damages to personal property; and other undefined harm or damage which may not be readily foreseeable, and other present unknown risks and dangers (collectively, “**Risks**”). I recognize that the Risks have always been associated with Mission Service and cannot be eliminated.

3. Assumption of Risks, Release and Hold Harmless. In consideration for the privilege of my Child’s participation in Mission Service, I freely and voluntarily, and with full awareness, assume the Risks as my Child’s parent or legal guardian. I understand that ReachGlobal and the EFCA are not responsible for matters beyond their control and that they cannot warrant the safety or convenience of the circumstances under which my Child will be living or working.

I promise and hereby agree to waive, release, absolve, and covenant not to sue ReachGlobal; and the EFCA; and all of their respective officers, employees, volunteers, and agents (collectively, “**Releasees**”), for any and all claims, including claims for equitable or injunctive relief, damages, loss or injury of any kind resulting from or in any way arising directly or indirectly out of my Child’s participation in Mission Service.

I further promise and agree to indemnify, defend and hold harmless the Releasees from and against all liability, claims and expense, including reasonable attorneys’ fees and costs, in connection with any and all claims whatsoever for personal or bodily injury or death, including loss of use, or property damage of any kind and character in connection with and arising directly or indirectly out of my Child’s participation in Mission Service, except for claims resulting from or arising out of ReachGlobal or the EFCA’s sole negligence. This indemnity agreement encompasses all damages and claims, including claims for equitable or injunctive relief, arising out of my Child’s participation in Mission Service.

4. Standards of Conduct. I understand that while my Child participates in Mission Service, my Child must conduct himself or herself in a manner compatible with local laws and regulations; with all of ReachGlobal's and the EFCA's policies and guidance; and the orders and directives of my Child's Mission Service team leaders. I further understand that my Child must refrain from conduct that is improper, offensive, disruptive, or otherwise inappropriate for the Mission Service, or that is potentially detrimental to my Child's or others' health or safety, or potentially detrimental to ReachGlobal or the EFCA. I understand and affirm that ReachGlobal and the EFCA have may terminate my Child's participation in the Mission Service at any time and for any reason, including violations of this paragraph. I further understand that if my Child's participation is terminated, I will not receive any refunds, and I will be responsible for arraigning and paying all costs associated with my Child's termination, including without limitation, travel costs.

5. Health Status; Medical Care; Other Emergencies. I certify that my Child is physically fit and adequately prepared to participate in Mission Service. I agree that it is my responsibility to determine whether my Child is sufficiently fit and healthy enough to participate in the Mission Service. I understand that I am responsible for notifying ReachGlobal of any health issues or diagnoses that restrict my Child's ability to participate in Mission Service. I further understand that I am responsible for obtaining any required vaccinations and immunizations for my Child.

I understand that ReachGlobal and the EFCA require me to maintain medical insurance for my Child throughout his or her Mission Service. I further understand that I am solely responsible for paying for all medical care received by my Child.

I understand that I will be notified in the case of a medical emergency involving my Child. However, in the event that I cannot be reached, I authorize the providing of necessary medical services in the event my Child is injured or becomes ill. I further authorize agents of ReachGlobal or the EFCA to make emergency medical care decisions on behalf of my Child, if required by law or a health care provider. I agree to hold harmless and indemnify ReachGlobal and the EFCA for any and all actions taken by ReachGlobal and the EFCA to obtain or provide emergency medical care for my Child.

6. Photograph & Video Release. I hereby grant ReachGlobal and the EFCA permission to use my Child's image, likeness, and sound of my voice as recorded on audio or videotape without payment or any other consideration for any lawful purpose. I understand that my Child's image may be edited, copied, exhibited, published, or distributed, and I expressly waive the right to inspect or approve the finished product wherein my Child's likeness appears. Additionally, I waive any right to royalties or other compensation arising or related to using my Child's image or recording. There is no time limit on this photographic and video release's validity or any geographic limitations. ☐ By checking this box, I wish NOT to have my child's photo used for ministry purposes.

7. General Provisions. I agree that should any provision or aspect of this Agreement be found to be unenforceable, all remaining provisions hereof shall remain in full force and effect.

I understand and agree that no oral or written representations can or will alter the contents of this document. I agree that this Agreement shall be governed by the laws of the State of Minnesota (excluding its conflict of laws principles), which shall be the forum for any lawsuits filed under or incident to this Agreement.

I, the undersigned parent and/or legal guardian, affirm that I am freely signing this Agreement. I have read this form and fully understand that by signing this form I am giving up legal rights and/or remedies which may otherwise be available to myself or my Child. I further attest to the truthfulness, accuracy, and validity of the foregoing statements under penalty of perjury under the laws of the State of _____.

Legal signature of team member's parent or legal guardian: _____

Date: _____

Printed Parent/Guardian Name: _____

Printed Child Name: _____

Witness Signature: _____

Date: _____

Printed Witness Name: _____

OR

AUTHORIZATION OF NOTARY PUBLIC

STATE OF:

COUNTY OF:

On _____, of 20____, before me, _____, a Notary Public in and for said county, personally appeared _____, known to me to be the person who executed the within agreement and acknowledged to me that he/she executed the same for the purposes therein stated.

Legal signature of team member's parent or legal guardian: _____

Date: _____

Printed Parent/Guardian Name: _____

Notary Public Signature:

My commission expires:

Affix Stamp Here: