



Work Team Registration Packet
Summit Ridge Church
July 14th – July 22nd, 2018

*Can a woman forget her nursing child,
That she should have no compassion on the son of her womb?
Even these may forget,
Yet I will not forget you.
Behold, I have engraved you on the palms of my hands.*

Isaiah 49:15-16a

MISSION STATEMENT

Not Forgotten is a 501(c)3 nonprofit organization that is compelled by the love of Christ to provide for the physical, educational, emotional, and spiritual needs of impoverished, abandoned, and oppressed people of the world, so that they may find salvation through Jesus Christ, improve their quality of life, and be empowered to affect change in their communities.

OUR STORY

In a city with high levels of substance abuse, sexual immorality, unemployment, large families, and low marriage rates, boys are often told that they must either contribute to the family income or fend for themselves so the rest of the family can survive. From a young age, these boys are asked to daily sacrifice their childhood and their education with the aim of working in some way to support their families. Historically, if they cannot add to the family's livelihood by finding work, they are left with the alternative of fending for themselves on the streets. These boys have frequently faced one of two options in order to survive: stealing or selling themselves.

Not Forgotten was founded by a group of individuals who were profoundly affected by children with this story. These individuals began to dream of ways to respond to the harsh reality they had personally encountered. They met local Peruvians who shared their desire for providing for these children's physical, educational, emotional, and spiritual needs. Not Forgotten became an official nonprofit in 2007, beginning its work by partnering with existing children's homes in Iquitos. In 2011, Not Forgotten purchased 100 acres of land, and began construction of a children's home in response to the great need in the area, and with the goal of providing holistic care to the children who would one day reside there.

In February 2015, after years of planning, construction, and training, Not Forgotten saw the first children come to live at Las Lomas. While we are saddened by the need that brings these boys to our home we are thankful and humbled that they have come to a place where we know they will be well cared for and hear the truth of the gospel of Jesus Christ. Thank you for partnering with us to accomplishing this mission!

OUR VISION

Not Forgotten has been planning and preparing a place that we pray will be a light not only to vulnerable children, but also to the surrounding community just outside of Iquitos, Peru. With this purpose in mind, we purchased the land now known as Las Lomas.

In 2015, we opened the first of several family-style homes for children at Las Lomas. Rather than an institutional-style orphanage, children will be raised in a traditional family environment by loving caregivers. Our goal is to create a place where these children can grow up safely, obtain spiritual and psychological guidance, receive a quality education, and be empowered to affect change in their community.

The family-style homes will house up to eight children per home and one pair of resident house parents. Along with the needed bedrooms and baths, each home will be furnished with a kitchen and a shared living area for the children and house parents. Each child at Las Lomas will be given their own bed, desk, and personal storage space for clothes and any other belongings.

NOT FORGOTTEN WORK TEAMS

WHO CAN GO?

- You must be at least 18 years of age to participate in a trip.
- Those ages 12 to 18 years of age may join a trip if accompanied by a parent or legal guardian and with approval by Not Forgotten staff.
- If you have not participated in a previous trip and are not a member of one of our partner churches or organizations, we ask that you have a brief phone interview with our staff to ensure the trip aligns with your desires and interests.
- Due to high risk to both mother and baby we do not allow women who are pregnant to participate in our trips.

WHY DO WE GO?

- The purpose of our work teams is to support, encourage, serve, and love the children and staff of Not Forgotten as well as share the hope of Jesus Christ through both word and action to all we meet along the way.
- We hope to build lasting relationships with the children and people with whom we work that remind them that they are not forgotten, and to be a tangible demonstration of how valuable these children are to Christ.

WHAT WILL WE DO?

- We accomplish our goals through various construction projects, organized crafts and games, educational activities, special excursions, conversations, laughter, and the building of long-lasting relationships.
- While we often undertake construction projects during the trip, the completion of these projects is not the ultimate goal of our trips and is secondary to the above-mentioned purpose.

WHERE WILL WE GO?

- We will be traveling to and working in Iquitos, Peru and the surrounding communities.
- The first night we will be staying in Lima, Peru before flying to Iquitos.

WHEN WILL WE GO?

- July 14th - July 22nd, 2018

HOW MANY GO?

- We recommend a team of 8-15 people.

HOW MUCH WILL A TRIP COST?

- Approximately \$2200-\$2500. This total includes international airfare, transportation within Peru, construction supplies, food, lodging, luggage fees, and travel insurance. We do our best to keep the cost of each trip as low as possible without compromising the integrity or safety of the ministry or our team members.
- Please note: this trip cost **does not** include background check, vaccinations, malaria medication, meals before arrival in Lima, or souvenirs you wish to purchase in Peru.

Work Team Preparation

Required Paperwork

Work Team Application:

Not Forgotten staff must receive a completed application before your place is secure on the team. Your full name on the work team application should **exactly** match the name listed on your passport. Any discrepancies in spelling could complicate international travel.

Team Covenant:

Every team member is asked to read and sign the team covenant included in this packet. This covenant outlines basic rules and expectations that should be followed and honored on our trip to Peru. Any behavior that goes against the signed covenant could result in an early departure home, at your expense, by discretion of Not Forgotten staff and team leaders.

Release Forms:

Everyone must complete the Release and Covenant Not to Sue Form and the Permission to Treat Form. **These forms must be notarized!**

Passport Copy:

Everyone must submit a copy of your passport.

Background Check

The protection of the children we serve is our biggest priority. All team members must complete a background check prior to being approved as a team member. You can complete the background check by going to <https://bib.com/SecureVolunteer/NOT-FORGOTTEN/>.

Payment Information

All donations for Not Forgotten work teams are tax deductible. To guarantee that those who make donations receive their receipts, please be sure to have current addresses on all checks.

- **Giving via check:** All checks should be made payable to **Not Forgotten** and mailed to Not Forgotten at 429 Glenwood Road, Birmingham, AL 35216.
- **Giving online:** Donors/Supporters/Team Members can give online through Not Forgotten's website. Click 'donate' in the top right hand corner. Be sure to name the team member for whom the donation is intended to support when the donation is made.

Team Meetings

You will be expected to participate in all team meetings organized by Not Forgotten or your respective church or organization. If you cannot attend a team meeting you will be expected to learn the information discussed.

TENTATIVE TRIP SCHEDULE

Saturday, July 14th

Depart from the US and arrive in Lima, Peru around midnight. We will sleep in a hotel in Lima.

Sunday, July 15th

Depart from Lima and fly to Iquitos, Peru.

Monday, June 16th – Saturday, July 21st

Work Days – Time will be spent doing projects and activities in and around Iquitos, Peru. Exact day-to-day schedule and types of activities will be determined closer to the trip departure depending on current needs and team composition.

Saturday, July 21st

Depart from Iquitos and fly to Lima. We will take an overnight flight from Lima back to the US.

Sunday, July 22nd

Arrive back in the United States.

TRIP ASSIGNMENTS / DEADLINES

STEP 1: MAY 13TH

- Complete and submit
 - Work Team Application (Form 1)
 - Team Covenant (Form 2)
 - Release and Covenant Not To Sue (Form 3) **(must be notarized)**
 - Permission to Be Treated (Form 4) **(must be notarized)**
- Complete online background check (<https://bib.com/SecureVolunteer/NOT-FORGOTTEN/>)
- Submit \$300 non-refundable deposit to make airfare reservation

STEP 2: JUNE 10TH

- Apply for passport (if not already done) and submit copy to Not Forgotten
- Submit payment for remaining cost of airfare

STEP 3: JULY 8TH

- Submit final payment for remaining cost of trip

CONTACT INFORMATION

All work team information needs to be submitted to Tyler Fuqua. All forms can be submitted electronically or mailed to Tyler at Not Forgotten's physical address. See below for email and physical addresses.

Email: tyler@notforgotten.org
Cell: 256.509.8575
Mailing Address: 429 Glenwood Road, Birmingham, AL 35216
NF Website: www.notforgotten.org

Frequently Asked Questions

What will we do on a Not Forgotten mission trip?

While trips can differ in focus, generally our work teams seek to glorify the Lord by serving the children with whom we work and furthering the development of Not Forgotten's property, Las Lomas. We accomplish our goals through various construction projects, organized crafts and games, educational activities, special excursions, conversations, laughter, and the building of long-lasting relationships. Our mornings typically involve work on various construction projects, and our afternoons are filled with quality time with the children. Occasionally, work teams will also organize vacation bible school lessons/crafts, sports activities, or hold English classes.

How do I pay for the trip?

Each team member is responsible for paying for the entire cost of his or her trip. Often, members chose to raise their own financial support through their friends and family. While this task may seem daunting, it is a unique opportunity to see God provide in ways that will strengthen the faith of those going on the trip. This is typically done through writing letters or asking people to contribute toward the trip.

How is the cost determined?

Depending on the time of year and cost of airfare, our trips range from \$2000-\$2500. Trip cost includes international airfare, transportation within Peru, construction supplies, food, lodging, baggage fees, administration fees, background checks, and travel insurance. This **does not** include vaccinations, malaria medication, passport fees, food in airports, or the cost of souvenirs. Please know that every effort is made to minimize costs without jeopardizing the quality, effectiveness, or safety of our teams.

Are gifts tax-deductible?

Yes. Not Forgotten is a 501(c)(3) tax-exempt organization (tax ID 26-0734351).

If I decide to cancel my involvement in the trip, can I get my money back?

According to tax codes/laws, tax-deductible contributions are non-refundable. These funds will, however, stay in the short-term missions fund and can be used for future trips or can be repurposed for other use. If you cancel your involvement after airfare has been purchased, you will be expected to cover all of the fees, penalties, and losses incurred by that point. If Not Forgotten cancels the trip your donations will be refunded.

Will I need any vaccinations or medication?

Yes.

Vaccinations: We recommend that you discuss vaccinations for travel with your doctor. Generally, we follow [CDC guidelines and recommendations](http://wwwnc.cdc.gov/travel/destinations/traveler/mission_disaster/peru) for vaccinations that can be found online at http://wwwnc.cdc.gov/travel/destinations/traveler/mission_disaster/peru. We recognize that each individual is different and health care needs/situations may vary. If you have any questions about vaccinations please feel free to contact us.

Medication: We will be traveling in areas where malaria is present. We recommend that you discuss antimalarial medications with your doctor. You will be responsible for obtaining your own malaria medication before departure.

What about travel insurance?

Travel insurance is purchased for you by Not Forgotten, and is included in the cost of your trip.

Suggested Packing List

Personal Care Items

- Personal toiletries: *soap, razor, baby/talc powder, toothbrush/toothpaste, cleansing wipes, shampoo/conditioner, deodorant, etc.*
- Toilet paper
- Hand sanitizer
- Feminine products
- Travel mirror
- Sunscreen

Camping Gear

- Headlamp or small flashlight
- Travel pillow (optional)
- Work gloves (2 pair)
- Quick-dry towel or shammy
- Insect repellent
- Water bottle (e.g. Nalgene)

Clothing *past team members recommend anything quick-dry*

- Worksite shirts/pants/shorts (enough sets for each day – work clothes can get VERY dirty)
- Light jacket or long-sleeved shirt
- Lightweight pants
- Modest swimsuit
- A couple of nicer shirts/pants/skirts (for city outings)
- Work boots (optional)
- Tennis shoes
- Sandals/flip-flops
- Modest swimsuit

LADIES:

***Shirts:* sleeveless shirts are fine as long as the neckline is conservative (when standing or bending over) and the armholes are not abnormally gaping. No spaghetti-straps unless you have a thicker-strapped sports bra underneath.**

***Shorts:* athletic shorts are fine as long as they are modest. Fingertip length or longer is a good standard. Be mindful of slits. Make sure the shorts cover you well when you are bending over, squatting, moving around, or standing on something high.**

***Swimsuits:* one-pieces or tankinis that overlap and do not show any stomach are appropriate. Watch necklines – remember you will be playing with little boys in the water who will be pulling at and climbing all over you. Wear a dark-colored shirt in the water if there's reason for concern.**

Other

- Bible/journal/pen
- Camera
- Drink packets (Propel/PowerAde)
- Ear plugs
- Granola/protein bars, trail mix
- Plastic bags (for wet clothing)
- Garbage bags
- Medications
- Chargers
- Small, battery-powered fan (optional)



Work Team Application

Full Name (as appears on passport): (First Name) _____

(Middle Name) _____ (Last Name) _____

Address: _____

Cell Phone Number: _____

Email: _____

Date of Birth: _____

Passport Number: _____

Date of Passport Expiration: _____

Departure City: _____

Parents Names (if minor): _____

Parents Phone Number (if minor): _____

Emergency Contact: _____

Emergency Contact Phone Number: _____

Have you traveled internationally before? _____

Do you speak Spanish? _____

May Not Forgotten use your photograph in future marketing materials?

Do you have any medical conditions, special dietary needs, allergies, etc. that we should know about in order to better accommodate you?

Briefly share with us why you are interested in joining Not Forgotten in Peru:



Not Forgotten Covenant Form

I realize that the following principles are crucial to the effectiveness, quality, and safety of our mission together. As a member of this mission team, I promise and covenant, by God's abounding grace, to:

1. Remember that I am a representative of Not Forgotten and Jesus Christ, and as such I will seek to represent the spiritual values, moral conduct, and likeness to Christ that are embraced and embodied in that assembly.
2. Remember that I am a guest working at the invitation of Not Forgotten and the personnel in the host country. I agree to respect and support their leadership.
3. Remember that I have come not only to help, but also to learn. I may be exposed to procedures and practices that I feel are ineffective or insufficient. I may also be confronted by attitudes that I feel are narrow or close-minded. As this occurs I will resist the temptation to "correct" my hosts and inform them about "how things are done back in the United States." I will instead be open to the opportunity of learning another culture's methods and ideas.
4. Respect my hosts' culture and distinctive practices of Christianity. I recognize that the Christian faith has many different faces throughout the world, and that one of the purposes of my trip is to witness and experience faith lived out in a different culture.
5. Develop and consistently maintain a servant's attitude toward all nationals and my teammates.
6. Respect our team leader(s) and their decisions.
7. Refrain from gossip and keep my promise of giving only good reports. If there are policies and decisions made by the leaders with which I disagree or do not understand, I will go to the team leaders in private and make my concerns known to them rather than to other team members. In so doing, I will avoid the possibility of sowing seeds of dissension and division.
8. Be patient, forbearing, and forgiving toward the shortcomings of the other members on the team.
9. Refrain from complaining. I realize that travel can present numerous unexpected and undesirable circumstances, but the rewards of conquering such circumstances are desirable. I will resolve to be flexible, supportive, and adaptive on such occasions rather than grumbling when circumstances are difficult.
10. Respect the work that is going on in the host country with its pastors and leaders. I realize that our team will be there for just a short time, but the local church is there long term. I will respect their knowledge, insights, and instructions.
11. Refrain from negative comments or hostile discussions concerning the host country's politics and culture.
12. Remember not to be exclusive in my relationships with the team. If my sweetheart or spouse is on the team we will make every effort to interact regularly with all team members of the team.
13. Refrain from activity or undue interest that could be construed as a romantic interest toward a national. I realize that certain actions that seem innocent in my own culture may be inappropriate in another culture.
14. Refrain from any consumption of alcoholic beverages, including beer, wine, and liquors. While this is not an attempt to bind the conscience, I understand that such indulgence may cause another to stumble. I realize and accept that failure to adhere to this mandate will result in my exclusion from further short-term trips with Not Forgotten, and could result in my immediate departure home, at my own expense.
15. Refrain from use of any tobacco or tobacco related products.
16. Seek to live and exemplary life of holiness and obedience to God's commands.

Signature _____ Date _____



NOT FORGOTTEN MISSIONS PROJECT VOLUNTEER
RELEASE AND COVENANT NOT TO SUE

WHEREAS, the undersigned will be traveling and participating in various mission projects which are sponsored in whole or in part by Not Forgotten; and

WHEREAS, the undersigned desires to release and hold harmless Not Forgotten, its directors, officers, administrators, employees, members, team leaders, or team coordinators, and/or team members from any and all liability, claims, demands, or action which may occur as a result of any injury, whether accidental or otherwise, illness or other loss which the undersigned may sustain as a result, directly or indirectly, while participating in any of said mission projects and/or activities, or while traveling to, from, and during said mission project by any mode of transportation;

NOW, THEREFORE, in consideration of the participation by the undersigned in said mission projects and the benefits flowing from Not Forgotten as sponsor and coordinator, and other good and valuable considerations, the undersigned does hereby release, discharge, and save harmless Not Forgotten, and their directors, officers, members, administrators, employees, members, team leaders or team coordinators and/or team members from any and all liability, claims, demands, or actions which may occur as a result of any injury, whether accidental or otherwise, illness or other loss which the undersigned may sustain as a result, directly or indirectly, while participating in any of said mission projects and activities, or participating in any and all types of activities, while in any country, or while traveling to and from said countries, to and from mission project sites, or any other traveling by the undersigned from departure from any airport in the United States until the time of return to any airport in the United States by any mode of transportation.

The undersigned further agrees that he/she will not institute any action or suit at law, or in equity, against Not Forgotten, their directors, officers, members, administrators, employees, team leaders or team coordinators and/or any team members at any time, and will not institute, prosecute, or in any way aid in the damages, cost, loss of services, expenses, or compensation for or on account of any alleged damage, loss, injury, health problem, disease or illness to any person or property, or both, whether developed or undeveloped, resulting from or to result from known, unknown, past, present, or future by the undersigned's participation in mission projects sponsored by Not Forgotten.

The undersigned further acknowledges that he/she has been fully advised of the hazards, conditions, and environment existing in said countries in which the mission projects will be conducted and of various health and safe hazards that exist, and he/she fully understands and assumes all risks involved in participation on said mission projects.

This release shall be binding on all the heirs at law, beneficiaries, or any party in interest of the undersigned and shall insure the benefit of any successor officers, directors, administrators, members, employees, team leaders or team coordinators, and/or team members of Not Forgotten.

By signing this document I acknowledge that my photograph and/or statements may be used in any fashion, by Not Forgotten, in its sole discretion, including but not limited to publications, videos, and websites.

Please do not use my photograph

Signature _____

Date Signed ____/____/____



NOT FORGOTTEN MISSIONS PROJECT VOLUNTEER
PERMISSION TO BE TREATED

I hereby give my consent and permission to conduct any necessary medical examinations and medical treatment while on the Mission Project. I further give permission to obtain any and all diagnostic and treatment records necessary for my medical treatment.

I UNDERSTAND THAT I AM SIGNING TO INDICATE THAT I HAVE READ AND CONCUR WITH ALL PORTIONS OF THIS FORM, INCLUDING THE MEDICAL INFORMATION, RELEASE, & PERMISSION TO BE TREATED SECTIONS AND ALSO HEREBY CERTIFY THAT ALL THE INFORMATION THAT I HAVE PROVIDED IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE.

WITNESS MY SIGNATURE this _____ day of _____, 20_____.

Signature of Volunteer _____

Print Name _____

NOTE: IF VOLUNTEER NAMED ABOVE IS UNDER THE AGE OF 18, THE FOLLOWING FORM MUST BE SIGNED BY THE MINOR (Listed Above) AND BOTH PARENTS OR GUARDIANS OR, IF MARRIED MINOR, BY THEIR SPOUSE ON THE LINES BELOW.

Signature of Minor’s Parent or Guardian _____

If Married, Signature of Minor’s Spouse _____

STATE OF:
COUNTY OF:

I, the undersigned, a Notary Public in and for said County in said State, hereby certify that _____, who is known to me, acknowledged before me on this day that, being informed of the contents of said instrument, he/she executed the same voluntarily.

NOTARY PUBLIC
My Commission Expires