

**JARDÍN DE GRACIA  
WORK TEAM HANDBOOK**



**OUR MISSION IS TO  
GLORIFY GOD:**

- **By leading people to faith in Jesus Christ**
- **By developing effective Christians**
- **And by ministering to those in need**

## DEAR WORK TEAM:

Welcome to the start of a great adventure!

Carefully read the entire handbook so you will be prepared when you come to Honduras. We believe this information will help in the success of your trip. If you have any questions please contact us!

(918) 960-9353- U.S. phone number

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May GOD bless you!



## JARDÍN DE GRACIA

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## PREPARATION

Realizing that the purpose of your trip is service and ministry to the Lord, please be selective in who you bring. We prefer that you do not bring anyone under the age of 12. Any younger than that will take away from your work on the field. You are embarking on a Christian ministry to a Christian ministry. A work team with only Christians, or with a high ratio of Christians and a few closely monitored seekers is preferable. Your work is to the LORD (Col 3:23) and GOD should be glorified by your work.

We challenge you and all the members of your team to be in GOD's Word daily and to pray daily for your trip.

Pray for...

- the work to be efficient and without delays.
- the health and protection of all the team members.
- the lives of the team members as well as those with whom you will come in contact to be changed.
- A burden for those lost without salvation, that we would recognize their needs and respond with GOD's love.
- the missionaries whom you are going to help, that they would be strengthened and renewed by your visit.

Above all, pray that the LORD's will would be accomplished and that HE would be glorified through this trip!

We also suggest that you meet **together** regularly as a group to **pray in one accord** as the NT Christians did. (Acts 1:14)



## BOOKING YOUR FLIGHT

United has a direct flight from Houston, Texas. Delta Airlines has a direct flight from Atlanta, Georgia. American Airlines has a direct flight from Miami. You will need to make a connection in one of these cities and continue on to San Pedro Sula or Tegucigalpa Honduras. We always suggest flying into San Pedro Sula because it is an easier airport to drive to. If you wish to fly in to Tegucigalpa, the capital city, then that is fine. Sometimes it is cheaper, but it is a difficult airport for airplanes to fly in to and out of.

There are many low cost carriers now that fly into Honduras. However, they usually arrive at odd hours. Travel at night is not safe in Honduras. If you book a flight that arrives after 6:00 PM or departs before 9:00 AM you will need to plan on staying the night in a hotel near the airport. This will be an added cost for your team. The cost of your work trip will vary according to the cost of your airline ticket.

When flying as a group, we recommend that you wear the same color of shirts. The airport personnel and customs officers will often recognize you as a work team and speed you through the immigration, customs, and ticketing processes. The same color of shirt will set you apart as a mission work team and has proven to be very helpful in the past.

**NOTE:** Cost of a valid US passport (approx. \$145 new or \$110 to renew) is not included. All passports need to have an expiration date at least 6 months after you departure date.



*Perry Christian Church 2012*

## ESTIMATING YOUR COST

Approx. Round Trip per plane ticket	\$900
Project Cost	\$2500
Daily Room/Board per person	\$25
Transportation per group	\$300

Your work team will also be responsible for money to cover the cost of the materials for your work project, we treat this as a donation to the mission. Generally, this is anywhere from \$2,000 to \$3,000, depending on the number in your work team and the type of work you will be doing.

Your daily room and board rate covers all of your basic expenses, including **all** meals while you are here. The school has all linens, bedding, and towels you will need.

The transportation charge covers all your transportation to and from the airport. This does not include any tourist trips you may take. Room and board does not cover the cost of hotels if you take an overnight trip. If you arrive late in the evening a hotel costs \$120 for a 4 person room. You may want a little pocket money for snacks, sodas and souvenirs.

Send your money as early as possible. If it is possible, please send your money in one lump sum **30 days in advance**.



*The library and the Administration buildings at the school.*



## PACKING FOR THE TRIP

Check with your airline provider for the number of checked bags you are allowed. It is suggested that you pack lightly (the mission has a washer & dryer) and utilize the extra space in your luggage to transport tools, food, or supplies for the mission.

If you want to bring gifts for the school, we have a few suggestions for you. Please e-mail us and ask for an updated list or see our “Needs List”. We will be happy to advise you.

Honduras is struggling economically. Its laws and regulations reflect the government’s desire to protect the economy and help it grow. Honduras’ laws do not always make sense to North Americans. Consequently, the following recommendations will make your passage easier, even if you do not completely understand why.

Pack all your gifts and supplies for the school in with your personal belongings. Pack all gifts in a suitcase, traveling bag, or plastic tub. No trash bags or store bags. Remove price tags and labels where possible. Do not pack multiple items together (i.e. 10 boxes of Crayons or 10 new pairs of shoes).

### **Rainy Season—August thru December**

### **Dryer Season—January thru July**

#### **What to Pack:**

- |  |   |
|--|---|
| <input type="checkbox"/> passport in your carry-on                           | <input type="checkbox"/> 1 roll toilet paper    |
| <input type="checkbox"/> soap/shampoo/deodorant                              | <input type="checkbox"/> Water bottle           |
| <input type="checkbox"/> sunscreen / hat/ sunglasses                         | <input type="checkbox"/> Bible/pen/journal      |
| <input type="checkbox"/> work gloves   | <input type="checkbox"/> insect repellent       |
| <input type="checkbox"/> allergy medicine/motion-sickness medicine           | <input type="checkbox"/> prescriptions          |
| <input type="checkbox"/> diarrhea medicine                                   | <input type="checkbox"/> camera/film            |
| <input type="checkbox"/> light jacket or sweat shirt (it gets cold at night) | <input type="checkbox"/> modest swimsuit        |
| <input type="checkbox"/> light-weight clothing to work in                    | <input type="checkbox"/> housecoat/robe         |
| <input type="checkbox"/> dress clothes for church (no suits)                 | <input type="checkbox"/> boots/tennis shoes     |
| <input type="checkbox"/> shorts are acceptable to relax in after work        | <input type="checkbox"/> rain gear (optional)   |
| <input type="checkbox"/> spending \$ in small denominations                  | <input type="checkbox"/> baby wipes             |
| <input type="checkbox"/> table games for evenings                            | <input type="checkbox"/> modest comfortable pjs |
| <input type="checkbox"/> for girls – sanitary napkins or tampons             |   |

## Packing Tips:

- **Pack 1 change of clothes and toiletries in your carry-on.**
- Put your shampoo, etc., in quart Ziploc bags for traveling.
- Label your belongings with indelible ink markers that will not wash away.
- CONTACTS – Bring a back-up pair of glasses.
- Electricity is not always available.
- Do not put padlocks on your luggage. They will probably be cut off by the airline for inspection. If possible, use plastic ties to secure your luggage.
- It is a wise idea to put unused plastic ties in your luggage for the inspectors to reseal your luggage. Use duct tape to seal plastic tubs.
- No jewelry (except for a plain, inexpensive watch).
- No weapons of any kind.
- Pay attention to the weight of your luggage. Consult your airline for their regulations.

**NOTICE:** Travel rules and restrictions have changed due to heightened security. As a result, all **LIQUIDS, GELS and/or AEROSALS** must be in **3 oz containers** or smaller and in a **1 quart (1 liter), plastic zip-top bag** and only **1 per person** on your carry-on luggage.

Exceptions:

- Medications (liquids, gels and/or aerosol)
- Liquids (to include water, juice or liquid nutrients) or gels for diabetic or other medical needs.

For complete information regarding these restrictions visit the TSA website at [www.tsa.gov/311](http://www.tsa.gov/311)



## REQUIREMENTS FOR ENTERING HONDURAS

Everyone will need a passport. These take 6-8 weeks, so begin working on this as soon as possible. Go to the post office for an application or go to a Passport Service Agency. You will need 2 passport photos. Just any photo will not do. These are special photos that can be obtained from places like Wal-Mart. They are a specific size, background, and type. A new passport will cost approximately \$135 (passport needs to be a booklet, not a card) and is good for ten years. Your passport cannot expire for at least six months after your trip. Members who are not U.S. citizens need to check on the visa requirements for entering Honduras as a citizen of another country. For current information regarding passports and travel for US citizens visit [www.travel.state.gov](http://www.travel.state.gov)

Minors will need a notarized permission slip from their parents to leave the United States. The U.S. is strict about people taking minors out of the country.

A current tetanus shot is required by this mission. Check with your doctor. Tetanus vaccine is not readily available in Honduras and is very expensive. Come prepared. Hepatitis shots are optional.

**TIP:** Please do not take out any money while you are in the airport. Do not change any money at the airport. All of your expenses at the airport will be taken care of by the Mission. If you want or need something, even a cup of coffee or an ice cream cone, ask your Jardin de Gracia representative.

## GOING THROUGH CUSTOMS

On the airplane you will receive a form(s) to fill out. Please check that you are a tourist and are traveling by airplane. Your address while in Honduras will be Siguatepeque, Honduras. Keep this form(s) with your passport handy to give to the Immigration Officer at the counter/desk at the airport.

There are two areas that you must go through upon arrival at the airport. First, you will follow the other passengers downstairs to Immigration. Here each team member will present their passport and paperwork. They will print your Visa or staple a yellow Visa into your passport. **You must have this Visa in order to leave Honduras.**



## CUSTOMS cont'd.

When you have finished with Immigration, you will then get luggage carts to collect your luggage. Then you will go through Customs. Most likely, you will be waved on through Customs. (This is why you wear the same color of shirt.) However, you may be required to open each piece of luggage for a personal search. If an official addresses you directly, respond in a straightforward and simple manner. It would be appropriate to say, "We are going to help a mission." Clearing Immigration and Customs is serious business. **Jokes and playing around are inappropriate and not appreciated. They may also get you, and the whole work team, into trouble. Maintain a serious attitude.**



When finished with Immigration and Customs, you will then pass through sliding glass doors into the lobby of the airport where a representative of Jardin de Gracia will meet you and lunch will be provided for you at one of the restaurants in San Pedro Sula. We will also provide you with bottled water, if you need it. It is a two-hour bus ride from San Pedro Sula to Siguatepeque through moderate mountains. If you have motion sickness you may want to bring some Dramamine.

## IN HONDURAS

### **CONDUCT YOURSELVES WITH A SERVANT'S ATTITUDE AT ALL TIMES.**

As a guest in Honduras and an ambassador of CHRIST, a servant's attitude is essential. Regard the needs of the Honduran people as more important than your own desires. Always remember the reason you have come, which is to serve. This lends credibility to your work in the community.

### **BE RESPECTFUL OF THE CULTURE.**

Because you are in a foreign country, you will certainly see many contrasts to your lifestyle. Be sensitive to the conditions and to the people. Your Christ-like attitude makes the biggest difference in your ability to serve GOD's church.

## **IN HONDURAS cont'd.**

### **BE MODEST.**

The way you dress may be considered a good indication of your attitude. We live in a poor, third world country. Although you may see shorts, tank tops, ragged clothing, or no shirt, this is still considered immodest in some areas. We live and work in a rural area. Be conservative. Your work clothes should be in good repair. You should always wear a shirt, even when working. No shorts above the knees.

### **THINK BEFORE YOU SPEAK.**

Think first when interacting with the kids and the adults in the community. Many Hondurans understand English, although they are shy about using it. Negative comments like, "It sure smells here," will be offensive.

### **NO SMOKING.**

Smoking is not permitted at the school or in any of the vehicles. Smoking for work team members is strongly discouraged elsewhere.

### **NO ALCOHOLIC BEVERAGES**

Purchasing and/or consuming alcoholic beverages at any time on your trip is not permitted.

## **ACCOMODATIONS**

### **ALLERGIES**

Please inform us ahead of time if a member of your group has any food allergies, is vegetarian, or is allergic to dogs or bees.

### **BEDS**

Groups will stay on the Jardin site in the various buildings or the apartment with the Fosters. All linens and towels are provided.

### **MEALS**

Breakfast will begin service near 6:00 AM and service will cease promptly at 7:00 AM. The children begin arriving at 7:00 AM and many of the kids eat very little for breakfast. Please be sensitive to this. If you do not make it to breakfast by 7:00 AM then plan on not eating breakfast. We like to have the kitchen clean, vacant, and ready for lunch prep by 7:30 AM.

Lunch will be eaten with the kids in the cafeteria. It begins around 11:00 AM and is over around noon. We encourage groups to help

## ACCOMODATIONS cont'd.

serve lunch with the mothers, to eat with the kids, and to visit. Lunch is the biggest meal of the day in Honduras. So we plan to take time to relax. If we are working off site, lunch will be waiting on us when we return or delivered to the job site.

Dinner is eaten around one table, just as a family does. This is an excellent time to have a bible study and review the day. We ask that you assign one person in you group a night and they lead the bible study. We ask that everyone pick a night to help with dinner clean-up. We will eat dinner at a restaurant in town at least once.

### PHONE CALLS

We will have access to a cell phone from the school. Many cell phone companies can add on an international call service to your cell phone for an extra cost. We also have access to computers with internet service. We understand that you may need to contact your church or family. We do ask that these privileges of phone and computer use are not abused. *Remember you are here to serve others and to gain a perspective of what it means to leave everything behind for the cause of Christ. **Expect to not be in touch with your family for the duration of the week.** When you arrive the leader should make one phone call or email message to some one that will let everyone back home know that you arrived safely. Other contact will be made in emergency situations only. **Homesickness is not an emergency.***

### WATER

Please drink only bottled water during your stay in Honduras. While the water at Jardin de Gracia is perfectly safe to drink, at other locations you will want to drink only bottled water. Even at restaurants, if you order water, please order bottled water.



*In Honduras, water comes from the school or from plastic. A bag or bottle are good choices. A glass is not!*

## ACCOMODATIONS cont'd.

### DIFFERENT FROM THE STATES...

In almost all of Honduras, the sewer system is not adequate to manage toilet paper. Except at the school, please do not flush toilet paper down the stool. Usually a trashcan is provided to dispose of the toilet paper. And, if you use a public restroom **anywhere**, take your own toilet paper or a Kleenex. You probably won't find any there.



### EXCHANGE RATE....

Honduras uses Lempiras and centavos for currency. The current exchange rate is about 23.4 Lempiras to one dollar. You will be able to change money at the school if you so desire. About \$50 is generally adequate if you want to buy some simple souvenirs.



## Health & Safety Tips

### YES, IT'S DUSTY...

People who normally wear contacts may want to bring and wear glasses while they are here. As a minimum, please bring an emergency pair of glasses. It is a good idea to wear sunglasses with plastic lenses while working, to protect your eyes from flying debris.

### MEDICINE...

Remember to bring asthma and allergy medicines, as well as motion sickness medicine. It is also a good idea to bring an ample supply of any special prescriptions you may use.

### BITE!BITE!BITE!

Stay away from local dogs. Dogs are greatly abused in Honduras. They may seem friendly, but they may bite unsuspecting people for no apparent reason. Dogs rarely have had a rabies vaccination and may carry many diseases and insects.

## DON'T DO IT!

### DON'T EAT ANYTHING FROM THE STREET.

**Nothing!** The sanitation here is very poor. The street vendors do not have access to running water or bathrooms. And you do not know where their hands or their utensils have been.

### DON'T FORGET TO WEAR SUNBLOCK...

Siguatepeque is at about 3,500 feet elevation. El Socorro is even higher. This is a subtropical climate nearer the Equator and thus nearer the sun. The sun is brutal. Working in this climate can increase your chances of sunburn. Overexposure to the sun is dangerous and can cause sickness. You do not want to miss out on your trip! So use sunblock, hats, and clothing to protect sensitive areas. You may also want to bring Aloe Vera for sunburn.

### JUST IN CASE...

Because of the change in living conditions, we have found that some people do come down with diarrhea. Please bring some kind of diarrhea medicine, and a little Pepto Bismol never hurts!

## HEALTH & SAFETY TIPS cont'd.

### In Case of an Accident or Injury...

Medical attention is not up to the standards of the United States. However, there are very good clinics and a hospital in Siguatepeque, which we use often. We have access to a doctor who speaks fluent English who helps us with all our medical needs.

Each group leader is responsible for the well being of the members of his team. And each member is responsible for his own doctor and hospital bills. Of course, Jardín de Gracia will do everything possible to see that treatment is given and bills are paid, regardless of money, but we expect to be reimbursed for such expenses. In the event that a team member has to be flown home due to serious illness, the member will assume the financial responsibility.

Medical insurance is not readily available in Honduras. Hence, **NO INSURANCE** is provided by Jardín de Gracia.

**Note:** Each team member needs to contact his/her own insurance company on their policies for covering accidents, illnesses or injuries while abroad. You may need to add a limited rider to your insurance policy to cover such possibilities.. Please be prepared!

### GROUND RULES

- **No one goes anywhere outside the school fence alone!** Always travel in groups of three or four. Teens/kids must be with a responsible adult over 18. **Stick together at all times.**
- **No one goes outside the fence at night. Period.**
- **Children are not allowed on site when school is not in session.** This is for your protection and theirs. The school is responsible for any accident that may occur to them on school property.
- **Do not give gifts of any kind (money, jewelry, toys, clothing, etc.) to children or families without permission.** THIS IS TO BE STRICTLY ENFORCED! Giving gifts in a random manner will encourage them to become beggars; expecting gifts every time a mission team or American comes. It does not empower them to become responsible, hardworking adults. Any gift or items you would like to leave behind can be given to the school and used as incentives by the teachers or at the discretion of the missionaries of the school. The only exceptions are gifts given to a child you may be personally sponsoring and again—*only by permission.*
- **Do not attempt to pet or befriend the street dogs.**
- **Keep an eye on your belongings.** It is recommended you keep your wallet in your front pocket, gentlemen. Do not flaunt or show

## HEALTH & SAFETY TIPS cont'd.

your money around. Leave jewelry and valuables at home in the states.

### Projecting a Servant's heart

- Remember, *we are the ones sent to serve*; not be served!
  - Eat what is put in front of you. Now is not the time for being a picky eater. Be grateful for what you've been given and eat. (Food-related allergies are the only exception.)
  - Be cautious about taking advantage of or liberties with our hosts. Remember, *we are the servants* sent to serve.
  - Clean up after yourselves. This includes bathroom facilities, kitchen and meal areas, your personal bunk space, work areas and the school grounds in general. Leave things better than what you found them.
- We are a representation of Christ and your home Church to the Honduran people and to the school.
- Conduct yourselves in an appropriate manner—no loud music, excessive carrying-on, water fights, etc. *You are their guests*. Please behave better than you would at home.
- Do your best work. Don't say to yourself “its good enough for these people” or “its better than nothing”. Do the job as you would want it done if you were paying someone else to do it at your home.



Painting,  
carpentry,  
and concrete  
work keep  
teams busy



## NEEDS LIST

### RECURRING - WE CAN ALWAYS USE

- School supplies: crayons, glue, glue sticks, pencils, colored pencils, scissors, etc.
- Copy paper (regular & legal-size)
- Lice shampoo
- Children's books in Spanish
- Tooth brushes & small tubes of toothpaste
- Little McDonalds type toys for prizes in class
- Dry Erase markers & erasers
- Batteries
- Peanut butter
- Hand Sanitizer
- Girl knee socks
- Soccer Balls





## SPANISH WORDS & PHRASES

Good morning (Good day).	<b>Buenos días.</b> <i>Bweh'-nohs dee'-ahs</i>
Good afternoon.	<b>Buenas tardes.</b> <i>Bweh'-nahs tahr'-dehs</i>
Good evening.	<b>Buenas noches.</b> <i>Bweh'-nahs noh'-chehs</i>
How are you?	<b>¿Cómo está usted?</b> <i>Koh'-moh ehs-tah' oos-tehd'?</i>
Very well, thanks. And you?	<b>Muy bien, gracias. ¿Y usted?</b> <i>Moo'-y bee-ehn' grah'-syahs.</i> <i>¿ee oos-tehd'?</i>
Good-bye.	<b>Adios.</b> <i>Ah-dee-ohs'</i>
What is your name?	<b>¿Cómo se llama usted?</b> <i>¿koh'mo seh yah'-mah oos-tehd'?</i>
Please.	<b>Por favor.</b> <i>Pohr fah-vohr'</i>
Thank you.	<b>Gracias.</b> <i>Grah'-syahs</i>
You're welcome.	<b>De nada.</b> <i>Deh nah'-dah</i>
Where is the bathroom?	<b>¿Dónde está el baño?</b> <i>Dohn'-deh ehs-tah' ehl bah'-nyoh?</i>
Pardon me.	<b>Perdóneme.</b> <i>Pehr-doh'-neh-meh</i>

## SPANISH PHRASES cont'd.

I like it.	<b>Me gusta.</b> <i>Meh goos'-tah.</i>
God bless you.	<b>Dios le bendiga.</b> <i>Dee'-ohs leh behn-dee'-gah.</i>
I am a Christian.	<b>Soy Cristiano (m) / Cristiana (f).</b>
Are you a Christian?	<b>¿Es usted cristiano? / cristiana?</b>
Do you know Jesus Christ?	<b>¿Conoce usted a Jesucristo?</b>
Jesus loves you.	<b>Cristo te ama.</b>
Thanks be to God!	<b>¡Gracias a Dios!</b>

## TOURIST TRIPS

Honduras is a beautiful country and there are many options for side trips. All trips are separate from the other cost. All except the day trips inside of Siguatepeque require van rental and fuel, which will be approximately \$150 per day.

**Pulhapanzak Waterfall (\$5-\$50)-** Pulhapanzak means “White River Overflow” in Mayan. It is the most famous and most photographed waterfall in Honduras dropping about 140 feet. This trip is a 2 hour drive from the school, so we will go and come back in the same day. At Pulhapanzak you have four basic options. All options are in addition to the cost of van rental plus fuel for the day (approx. \$150). It is possible to do a combination of all for a discounted price.

Canopy/Waterfall Zipline Tour (40 min) - \$30 per person

River Tubing Tour (3 hours) - \$30 per person

Waterfall Cave Tour (1 hours) - \$13 per person

Swim in the River (all day) - \$5 per person

## **TOURIST TRIPS cont'd.**

**Beach Trip (\$50)**– The beach is incredible in Honduras. We will leave for Tela first thing in the morning, stay the night at a beach front hotel and go to the airport in the morning for your flight out. This trip requires rental of a van.

**Comayagua (\$10)**- The original capital of Honduras, this colonial town is noted for its older churches. Among them is the Church of San Francisco, which proudly displays a functioning, 16<sup>th</sup>-century clock, that has marked time in Comayagua for many, many years. This is a easy day trip to climb the clock tower, walk through the central square and eat a nice lunch.

There are some attractions here in and near Siguatepeque that make for a fun diversion. The nice thing about a local trip is that there is no van rental, fuel cost, or hotel to add cost to your trip.

**Paintball (\$7)**– There is a very nice paintball field not far from the school. All equipment and 50 paintballs are included in the price. We also have the field for as long as we want. We will play a couple rounds and take a break for lunch then play a couple more rounds.

**The Caves at Taulabe (\$10)**- Taulabe is a town that is a short 30 min. bus ride from Siguatepeque . The caves are fun, the trails are well kept with handrails, and there is a guided tour. Pictures of tourist trips can be found on our Facebook page.

Mail your group check to:

**Jardin de Gracia Mission**  
**ATT: Richard Spellman**  
**7100 W. Elizabeth St.**  
**Columbia, MO 65202**

For more information, visit the website at [www.jardindegracia.com](http://www.jardindegracia.com)



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