



## AIA Campus SWAT Project Preparation Handbook

Congratulations on being selected for the Campus SWAT Project 2009. We are looking forward to the time and are excited to see how the team will come together and be used by God both during our preparations and the trip itself. This handbook is designed to provide you with important information and helpful hints as you prepare for your tour. *Please print and read it carefully. You should refer to the handbook first before contacting your director with questions.*

As the time of departure gets closer, we will be communicating with you more frequently. As a result, you will be expected to check your email and respond when necessary within a reasonable amount of time. Because of the number of students joining us abroad, we will not be able to pursue you for your information. We know that you are a responsible adult who is personally able to carry out responsibilities associated with traveling abroad and being a part of a team. That said, we have given you all of the information you will need to join us and we are always here to answer any questions or concerns you may have!

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## 1. Complete and turn in ALL forms:

- a. Instructions for forms: On the next few pages you will find each of the forms we need you to complete and turn in as soon as possible. Each of the following are required to be turned in to Athletes In Action headquarters before you can be allowed to travel.
- b. **\$200 Deposit:**
  - 1) **A deposit of \$200 must be submitted before you are officially confirmed.** (download the 'Deposit Remittance Form' and return it with payment to AIA Office in Langley). Check or credit card option.
  - 2) Make checks payable to Athletes In Action.
- c. Photocopy of Valid Passport:
  - 1) Photocopy the double page spread of your passport that has your photo and signature.
  - 2) A valid passport must have your **signature** and must **NOT expire** before December 1, 2009.
- d. Project Waiver:
  - 1) Simply read and fill in your name, tour location (Serbia), and sign at the bottom directly after statement number 7.
  - 2) Have a friend or family member watch you sign your name and then sign as a witness. (Do not worry about the very bottom section unless you are under the age of 18.)
  - 3) The last page is for you to keep.
- e. Statement of Faith:
  - 1) Read through the points and sign your name at the bottom if you are in agreement with the Statement of Faith. If you have any major disagreements or even confusion on any of the points, feel free to contact the AIA Campus staff member who has been in contact with you. They will be happy to discuss any issues with you.
- f. Medical Self Declaration:
  - 1) Fill in your name, the place of the trip (Serbia), and the dates you will be traveling there.
  - 2) Check off the appropriate boxes and list any health concerns you have about yourself if it's relevant.
  - 3) Sign and date at the bottom.
- g. International Health Preparation and Declaration:
  - 1) You will need to go to an International Travel and Health Clinic in order to complete this form. The doctor will make suggestions about vaccinations, but it is up to you to decide if you want the recommended shots/medicines. AIA Staff members are legally prevented from suggesting shots and/or medications and therefore cannot help you specifically with this.
  - 2) Fill in your name, the country of your trip (Serbia), and the dates of travel where necessary.
  - 3) Take the form with you to a Travel Clinic where the doctor will explain to you what, if any, vaccinations are recommended. They will need to fill out the bottom half.

## SPECIAL PROJECT WAIVER OF RIGHT AND RELEASE

Power to Change Ministries (Power to Change) allows many volunteers to implement its programs. There are several possible risks to these volunteers, including the potential for injury, perhaps of a serious nature.

Power to Change seeks to implement policies and procedures which are specifically planned to protect the health and freedom of volunteers.

### PLEASE READ CAREFULLY

**THIS IS A LEGAL DOCUMENT. BY SIGNING THIS DOCUMENT YOU ARE GIVING UP CERTAIN LEGAL RIGHTS INCLUDING THE RIGHT TO SUE. YOU ARE ALSO ASSUMING CERTAIN OBLIGATIONS. NOTWITHSTANDING PRECAUTIONS TAKEN, ACCIDENTS AND UNFORTUNATE CIRCUMSTANCES OCCUR AND THEREFORE THIS AGREEMENT MUST BE SIGNED.**

I, \_\_\_\_\_, have freely requested to be allowed to participate on a Power to Change Project in \_\_\_\_\_ (The "Special Project"). I understand there may be risks attendant on the Special Project involving, among other things, changes in the political situation, different and primitive physical health facilities, uncertain transportation and communication facilities, and the possibility of crime or acts of terrorism or of arrest or governmental opposition to Power to Change and its activities. I personally assume these risks to the maximum extent possible.

In exchange for Power to Change permitting me to participate in the Special Project described herein, I agree as follows:

1. I hereby **release and forever discharge** Power to Change and its affiliates, members, directors, officers, leaders, agents, volunteers and/or employees from any and all actions, causes of actions, suits, claims, demands, liabilities and expenses that I now have or may have in the future in connection with, arising from or related to, my travelling to or from the location of Special Project or my involvement in or participation in the Special Project;
2. I am **fully aware of the risks associated with travelling** to the country(ies) named above. By my signature below, I accept full responsibility for the consequences resulting therefrom and hereby release and forever discharge Power to Change, its affiliates, members, directors, officers, leaders, agents, volunteers and/or employees from all actions, causes of actions, suits, claims and demands whatsoever that may arise as a result of my participation in the Special Project.
3. I acknowledge that I have read and been supplied with the **Crisis Policy** of Power to Change and agree to be bound by its terms as they now are, or as they may be amended from time to time. I have been informed that it is the policy of Power to Change that if I or any other person are kidnapped or used for extortion purposes or for other criminal acts, it is the policy of Power to Change not to pay a ransom or comply with any demands made by the person(s) committing such kidnapping or extortion. I hereby release and forever discharge Power to Change, its affiliates, members, directors, officers, leaders, agents, volunteers and/or employees from all actions, causes of actions, suits, claims and demands whatsoever that may arise or result from my or any other persons' kidnapping or use for extortion purposes. I further give permission to Power to Change to handle all negotiations on my behalf in the event that I am involved in a crisis situation, and to make any necessary decisions to insure the well being of myself and/or my family.
4. I agree that it is **my responsibility to seek out a medical health professional's advice** on the circumstances and health issues of the project destination and have administered all **recommended vaccines and shots** that are set out in the **World Health Organization(WHO)**

policies and advisories.

5. **In case of any accident or illness**, I acknowledge that neither Power to Change nor its employees, etc. has any duty or obligation to provide me with care or medical treatment. I give permission to any employee or associate staff or other volunteer of Power to Change or its affiliates or any authorized representative thereof to seek any medical attention or treatment deemed necessary by such individual for me and I hereby release and waive, as against Power to Change and its affiliates, members, directors, officers, leaders, agents, volunteers and / or employees or their authorized representative from any and all actions, causes of actions, suits, claims, demands or expenses that I may have as a result of or in connection with such accident or injury or as a result of or in connection with such medical attention or medical treatment administered in connection therewith, and I will further indemnify and save them harmless from any and all costs, liabilities, expenses, claims, causes of action, suits or demands incurred by them made or taken against them as a result of, connected with or relating to such accident or illness and the medical attention or treatment administered in connection therewith;
6. **I agree to indemnify** and save harmless Power to Change and its affiliates, the members, directors, officers, leaders, agents, volunteers and/or employees of Power to Change or its affiliates from all claims, demands, suit or actions (including costs of defending them) against any of them by me or by any person injured or who suffered damage to person or property as a result of my action or in any way arising out of my participation in or any aspect of this Special Project, and;
7. **I will conduct myself in a manner appropriate to a volunteer participant** in the Special Project and abide by all rules, regulations, orders and directives given to me by Power to Change and its affiliates and the employees and associate staff of Power to Change and its affiliates in connection with any matter relating to the Special Project.

\_\_\_\_\_  
Signature of Special Project Participant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Please print your name

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Date

\_\_\_\_\_  
Project Name

\_\_\_\_\_  
Project Start Date

\_\_\_\_\_  
Project End Date

(If under 18 the section below must be filled out by parents or legal guardians)

I/We, \_\_\_\_\_ and \_\_\_\_\_ have read the above waiver and release for Power to Change in full and fully understand its terms and conditions and I/we hereby voluntarily execute and deliver this consent to \_\_\_\_\_'s participation in the Special Project to Power to Change. I/we hereby further agree to be fully bound by the release terms and condition in both my/our individual capacit(y/ies) and in my/our capacit(y/ies) as a parent or guardian for the above minor:

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Signature of Participant or Legal Guardian

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Participant or Legal Guardian

## **Power to Change Ministries - Crisis Policies**

### **I. Policy: Crisis Management**

It is the policy of Power to Change that in the event any of its staff members or volunteers, their families, or its facilities are threatened by a significant crisis, a crisis management team will be formed to handle the crisis through resolution and follow-up.

### **II. Policy: Ransom and Extortion**

It is the policy of Power to Change that ransom or other extortion demanded for any staff member or volunteer or family member will not be paid. If at all possible, alternative resolutions that do not involve payment of ransom or extortion will be sought during negotiations.

### **III. Policy: Families of Hostages**

It is the policy of Power to Change that in the event of a hostage seizure involving Power to Change staff members or volunteers or their families, the family of the hostage will be evacuated to their home country as soon as possible.

### **IV. Policy: Evacuation**

It is the policy of Power to Change that the decision to evacuate a particular area shall be made by the appropriate Director of Affairs (“DOA”) of Power to Change or its affiliates. If the emergency is sudden and normal communication to the DOA is not possible, the appropriate person in authority may make the decision to evacuate if that person feels that it would be unsafe to remain.

### **V. Policy: Medical and Psychological Consultations**

It is the policy of Power to Change that those staff members or volunteers who are directly involved in a crisis receive an initial and follow-up evaluation from a qualified physician or mental health professional upon their return to Canada. These evaluations shall occur immediately following a crisis and again no more than six months later. The cost of these evaluations and necessary treatment if not borne by provincial medical insurance is to be borne by Power to Change.

## STATEMENT OF FAITH

The sole basis of our beliefs is the Bible, God's infallible written Word, the 66 books of the Old and New Testaments. We believe that it was uniquely, verbally and fully inspired by the Holy Spirit, and that it was written without error in the original manuscripts. It is the supreme and final authority in all matters on which it speaks.

We accept those large areas of doctrinal teaching on which historically there has been general agreement among all true Christians. Because of the specialized calling of our movement, we desire to allow for freedom of conviction on other doctrinal matters provided that any interpretation is based upon the Bible alone and that no such interpretation shall become an issue which hinders the ministry to which God has called us.

We explicitly affirm our belief in basic Bible teachings as follows:

1. There is one true God, eternally existing in three persons--the Father, Son and Holy Spirit--each of whom possesses equally all the attributes of Deity and the characteristics of personality.
2. Jesus Christ is God, the living Word, who became flesh through His miraculous conception by the Holy Spirit and His virgin birth. Hence, He is perfect Deity and true humanity united in one person forever.
3. He lived a sinless life and voluntarily atoned for the sins of men by dying on the cross as our substitute, thus satisfying divine justice and accomplishing salvation for all who trust in Him alone.
4. He rose from the dead in the same body, though glorified, in which He had lived and died.
5. He ascended bodily into heaven and sat down at the right hand of God the Father, where He, the only mediator between God and man, continually makes intercession for His own.
6. We were originally created in the image of God. We sinned by disobeying God; thus, we were alienated from our Creator. That historic fall brought all mankind under divine condemnation.
7. Our nature is corrupted, and we are thus totally unable to please God. Every person is in need of regeneration and renewal by the Holy Spirit.
8. Our salvation is wholly a work of God's free grace and is not the work, in whole or in part, of human works or goodness or religious ceremony. God imputes His righteousness to those who put their faith in Christ alone for their salvation, and thereby justifies them in His sight.
9. It is the privilege of all who are born again of the Spirit to be assured of their salvation from the very moment in which they trust Christ as their Saviour. This assurance is not based upon any kind of human merit, but is produced by the witness of the Holy Spirit, who confirms in the believer the testimony of God in His written Word.
10. The Holy Spirit has come into the world to reveal and glorify Christ and to apply the saving work of Christ to men and women. He convicts and draws sinners to Christ, imparts new life to them, continually indwells them from the moment of spiritual birth and seals them until the day of redemption. His fullness, power and control are appropriated in the believer's life by faith.
11. We as believers are called to live in the power of the indwelling Spirit that we will not fulfill the lust of the flesh but will bear fruit to the glory of God.
12. Jesus Christ is the Head of the Church, His Body, which is composed of all men and women, living and dead, who have been joined to Him through saving faith.
13. God admonishes His people to assemble together regularly for worship, for participation in ordinances, for edification through the Scriptures and for mutual encouragement.
14. At physical death the believers enter immediately into eternal conscious fellowship with the Lord, and await the resurrection of his body to everlasting glory and blessing.
15. At physical death the unbelievers enter immediately into eternal conscious separation from the Lord and await the resurrection of his body to everlasting judgment and condemnation.
16. Jesus Christ will come again to the earth--personally, visibly and bodily--to consummate history and the eternal plan of God.
17. The Lord Jesus Christ commanded all believers to proclaim the gospel throughout the world and to disciple men and women of every nation. The fulfillment of that Great Commission requires that all worldly and personal ambition be subordinated to a total commitment to "Him who loved us and gave Himself for us."

Signed \_\_\_\_\_

Print Name \_\_\_\_\_

Date \_\_\_\_\_

**POWER TO CHANGE MINISTRIES**  
Box 300, Vancouver, BC V6C 2X3  
604/514-2000

## Medical Self Declaration

I, \_\_\_\_\_ am applying to participate in a Special  
*(Full Legal Name of Participant)*

Project in \_\_\_\_\_ from \_\_\_\_\_, 20\_\_ to \_\_\_\_\_, 20\_\_.  
*(Country(ies) of Travel)*

- I acknowledge that the medical and health circumstances of the site(s) of the Special Project have been explained to me by an independent medical health professional.
- After consideration of the above explanation, I certify that I have no physical or mental health issues that would interfere with or limit my participation in the Special Project.

OR

- I have the following physical or mental health issues that could interfere with or limit my participant in the Special Project.

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**Note: If you have any physical or mental health issues, then you are required to provide a supplementary letter from a medical doctor confirming that these will not interfere or limit your participation on the Special Project**

**Participant's Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**POWER TO CHANGE MINISTRIES**  
Box 300, Vancouver, BC V6C 2X3  
604/514-2000

## International Health Preparation Declaration

Name: \_\_\_\_\_ is applying to participate in a Special  
*(Full Legal Name of Participant)*

Project in \_\_\_\_\_ from \_\_\_\_\_, 20\_\_ to \_\_\_\_\_, 20\_\_.  
*(Country(ies) of Travel)*

It is necessary that a medical health professional explain the circumstances and the health issues of the project destination and administer all recommended vaccines and shots that are set out in World Health Organization (WHO) policies and advisories.

I, \_\_\_\_\_,

- Have explained the circumstances and health issues of the project destination as set out in current WHO policies and advisories.
- I have administered all vaccines and shots recommended by the WHO or which are otherwise advisable. (Where a recommended vaccine could not be given for medical reasons please specify below).

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Medical Health Professional Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Please Print

Clinic Address: \_\_\_\_\_  
\_\_\_\_\_

Clinic Phone Number: \_\_\_\_\_

## 2. Starting the Fund-Raising process:

a. Download and read through the support-raising packet from the Campus SWAT Project acceptance page of the website.

b. An AIA Campus staff member will connect with you as you begin your support raising. You can view their name from the Project Application Tool. They will be in contact with you within a few weeks of your official acceptance to the Project. However, please do not wait until they contact you to begin the process.

c. Your 2009 SWAT Project costs \$4000. This price includes your roundtrip airfare from the departure city to the project destination and back. It also includes things such as: medical insurance, accommodations, meals, in-country transportation, team uniforms and gear, ministry materials, etc. Spending money is *not* included. The full cost of the trip is required to be in before the trip leaves.

Spending money: It is suggested that you bring around \$15-\$20 US per day for spending money. This will allow for special offerings, snacks, souvenirs, and other incidentals.

## 3. Travel Information

a. Emergency Contact Information: **Please write this information down and give it to your parents or guardians for their peace of mind.**

In the event of an emergency at home, your family may contact Campus Crusade for Christ, Canada, which is called Power to Change. They will then contact the AIA Campus staff in charge of your tour and get in touch with you ASAP. Unfortunately, due to the nature of third world countries, it may not be possible for your family or friends to reach you directly or quickly. Please leave this information with your family:

**Emergency contact person in-office: Mike Woodard or Dennis Fierbach**  
**8:00AM - 5:00PM Monday-Friday**  
**Power to Change**  
**1-800-563-1106**

**After hours contact person: Marilyn Meier (604) 585-3485**

b. Passport Information: Please verify right now that your passport is valid (with your signature), up-to-date, and does not expire within 6 months of your return date—not before December 1, 2009. It is a good idea to keep a copy of your passport at home, in a separate place from the original. We need a copy of the page with your photo and signature. *If you do not have a valid passport, it is important that you begin the application process immediately as it may take up to 6 months for you to receive it.* You can find more information on applying for or renewing your passport on our website on the bottom of the AIA Soccer application page.

c. . Flight information: As a team, we will meet up in a city in Canada for training camp or to depart immediately from there and have training camp abroad. You are responsible to book a round-trip flight that arrives into this city or to organize a ride for yourself to get there. We will give you more specific details regarding dates and locations as soon as the SWAT Project flights have been booked. **Once you have the tour flight information (to be announced on the Project Application Tool), print it out and give it to your parents.**

If you have raised extra funds you can reimburse the cost of this flight rather than pay for it out of pocket.

d. Health issues and insurance information: While away on project you will be *fully covered by AIG Medical Insurance*. This coverage is provided for both Canadian and American participants. The cost of this insurance is included in the project cost. However, you must already have basic medical coverage in order to be covered by AIG Medical Insurance.

#### Staying healthy In Country:

Changes in climate, time zone, diet and routine often have adverse effects on the human body. While many illnesses may not be entirely preventable, there are some precautions worth taking to allow for maximum enjoyment and effectiveness on the tour. These precautions include visiting your doctor and dentist before leaving, as well as packing some medications.

Medications common in Canada and the US are usually only found in large urban areas internationally. If you bring any prescription medications, be sure to bring them in their original container, as unmarked medication can arouse suspicion. You don't want to be stopped for drug smuggling.

You may want to put together a small first-aid kit with a couple of band-aids, aspirin, cold tablets, antacids, etc. The following is a list of medications that participants have found helpful or wished they had.

- Cold medicine
- Cough medicine
- Aspirin/Tylenol/Advil
- Medicated powder (e.g. Gold Bond)
- Band aids
- Pepto-bismol
- Antifungal ointment (e.g. Tinactin)
- Antibiotic ointment (e.g. Neosporin or Polysporin)
- Multivitamins

e. Refer to the website for specific information for this tour:

1. Packing checklist
2. Project staff members
3. Frequently asked questions
4. AIA Campus SWAT tour history

#### 4. Pre-Tour Checklist:

- Download Handbook
- Download support raising packet
  - Communication with support coach/AIA staff
  - Brainstorm name list
  - Create support letter
  - Mail support letter
  - Download Donor Information form
- Begin process of acquiring/renewing passport
- Complete required paperwork
  - Medical Self Declaration form
  - Statement of Faith
  - Project Waiver
  - International Health Preparation Declaration Form
    - Appointment at Health Clinic
  - Photocopy VALID passport with SIGNATURE
  - \$200 Deposit submitted (Made payable to Athletes In Action)
- Mail in paperwork to AIA Headquarters
- Give important information to parents/family
- Book flight to team meet-up location
- Download and begin working on Pre-tour studies