



Pray America | Manos De Jesus

Short-Term Mission Trip Leaders Manual

Table of Contents

Introduction	Page 2
Ministry Overview	Page 2
Getting Started & Trip Costs	Page 3
Team Member Preparation	Page 8
Pre-Trip Meeting Topics	Page 11
Packing List	Page 14
Mission House Rules	Page 15

Introduction

Many churches and teams have partnered with us throughout the years. Without you, our partners much of the ministry we do could not take place. We would like to warmly welcome you and your team to the Pray America/Manos de Jesus Ministry. We are a Christ-centered Inter-Denominational ministry committed to loving the hurting and marginalized people in the Chichicastenango area of Guatemala. Our desire is to see these long-oppressed people realize spiritual, physical, emotional and relational freedom. The foundations of our ministry are a commitment to intercessory prayer, living in community with the people we serve and sharing the gospel of Jesus Christ through both words and works. As St. Francis of Assisi once said: "Preach the Gospel at all times, and when necessary, use words."

In Guatemala, the ministry operates under the name Manos de Jesus, the Hands of Jesus; serving locally as a NGO (non-governmental organization) Guatemalan based foundation. In the United States the same ministry operates under a 501C3 name of Pray America. To remain focused on our James 1:27 calling Chichicastenango, Guatemala is the only base of operations for the Pray America/Manos De Jesus ministry.

Ministry Overview

In an effort to do well what God has laid before us the Manos de Jesus Ministry employs more than 75 local Guatemalans. Ministry employees include Widow House Construction Staff, Feeding Program Teachers, Grounds Keepers, Kitchen Staff, Health Workers, Translators, Shoe Factory Cobblers, and Administrators. We also contract local Guatemalans to provide wood for widow houses, cement slabs also for the widow houses, and other construction personnel. Our employees and contractors are truly the Hands of Jesus and without them we could not begin to accomplish our James 1:27 calling.

For the Manos de Jesus Ministry, looking after orphans and widows involves the building of homes for widows and feeding orphans and children both spiritually and nutritionally. Over 1,000 widow homes have been built to date by visiting short-term mission teams. And, twice a week, more than 750 children and widows are fed nutritionally and taught biblical lessons at our three feeding programs.



Along with building homes for widows and feeding programs, Manos de Jesus also provides widow home restorations, and restoration packages. Manos de Jesus also builds

bathrooms with functioning toilets (known here as latrines), installs efficient wood-burning stoves, and water filters. Both the stoves and the water filters address major health issues for local Guatemalans. In addition Monte Flor, an old apple orchard, is another aspect of the ministry that is home to our Shoe Factory and our Dental Clinic. Short-term teams have a chance to be a part of many of our ministry components such as these. We invite you to join us in this lifelong pursuit of the heart of God by way of James 1:27 here in Chichicastenango, Guatemala. As you read through this Leaders Guide the opportunities to serve along side of us will be detailed for you. Should anything be unclear or if you have further questions simply email us: trips@prayamerica.org.

Getting Started

We work hard to make sure planning your short-term mission trip goes as smooth as possible. This guide was developed to assist you in planning your trip and to serve along side of us in our James 1:27 calling. If at anytime you need to clarify any information concerning your trip to Chichicastenango please email us: trips@prayamerica.org.

• Available Trip Dates

Trip dates are available year round – see our Mission Trip Calendar at www.prayamerica.org for availability. Reservations are on a first come, first serve basis, and are confirmed when a Trip Deposit is received.

• Trip Registration (Trip Leader Only)

Once you have selected your trip date please browse to www.prayamerica.org and submit an online [Trip Information Request](#); we will then contact you with more information.

• Trip Deposit

A non-refundable team deposit of \$1,000 is required to hold the available dates of your choice. This deposit will apply to your overall trip cost. At least 10 team members two months (60 days) prior to travel must be registered or the team may be cancelled. Note: Please mail a check for the total Trip Deposit to the address below. Clearly state the trip dates and the church/organization name when sending trip funds.

• Team Member Registration (All Team Members)

Once you have a confirmed trip date with a deposit, each team member must fill out a [Team Member Registration Form](#) located at www.prayamerica.org. This will ensure that we can provide proper Travel Insurance for your team members as well as other details such as transportation and meals.

- Airfare

Please provide your flight itinerary to Pray America no later than 30 days prior to your trip date. This will ensure time for transportation arrangements between the Guatemala City airport and Chichicastenango. We request that all team members depart and return together on the same flight itinerary.

- Trip Funds

All Trip Funds including Widow house funds must be sent in 30 days before your trip date in order for the ministry to have enough time to interview and select the widows who receive the house(s), materials to be ordered and purchased, the land to be cleared, and for foundations and upright beams to be set. Please clearly state the trip dates and the church/organization name when sending trip funds. Additionally, sending your Trip Funds 30 days by or before your departure date will allow our staff sufficient time to plan for meals and accommodations, so that everything will run as smooth as possible when your team arrives in Guatemala. Please do not mail multiple checks to our office in Michigan. Please collect all funds and mail one check to our home office as we are not staffed to receive multiple checks from multiple sources. We are sorry for the inconvenience but cannot accept payments for Trip Funds online at this time.

Pray America
PO Box 14070
Lansing, MI 48901-4070 Phone: 517.622.1085

- Trip Cost

\$750 + airfare per person from your gateway. This includes 6 nights lodging at the House of Prayer in Chichicastenango and one night lodging at a hotel in Guatemala City if needed. \$750 includes all food, ground transportation, lodging and emergency insurance should something unforeseen take place during your trip.

Please send all trip funds to Pray America at least 30 days prior to your trip. For every mission trip participant, a child is sponsored for one year of meals at one of our feeding programs, twice each week.

- Group Size

A team is considered a minimum 10 people and maximum of 18 people (at least 10 team members two months prior to travel must be registered or the team may be cancelled). Groups smaller than 10 people must be willing to cover the cost for a full 10 person team. For large groups we also have an absolute maximum team size of 22 people.

However, an additional one time \$500 charge is required for teams larger than 18 people. These minimum and maximum requirements allow us the greatest flexibility in arranging meals, ground transportation and staff support to ensure a smooth mission trip. We are simply not equipped space-wise or staff-wise to support any groups outside of our minimum and maximum requirements. Please indicate your approximate team size on the [Trip Information Request Form](#). We understand that team size and other details may change as your trip date approaches. Please email any and all of these changes to trips@prayamerica.org.

• Logistics

All your transportation, meals, and accommodations will have been arranged by the ministry previous to your arrival in Guatemala. It is important to Pray America that we take care of the details so that your team can focus on partnering with us in our James 1:27 calling.

The average trip consists of a team spending six nights in Chichicastenango, Guatemala. Your days will consist of building homes for widows, helping at the feeding programs, enjoying the local market, debriefing in the evenings with our Group Coordinator, possibly visiting Lake Atitlan (optional), as well as serving in other ministry areas.

• Widow Houses

The cost to build a home for a Widow is \$1350 per house. This will provide a basic 12'x12' or 12'x16' wood siding structure with a metal roof, a concrete floor, bunk-beds, a locking door and a window. This also provides a food basket with staple Guatemalan Pantry items such as rice, beans, noodles, salt, etc. To add an audio bible in Quiche (native Guatemalan dialect in Chichicastenango) to your project is \$25 to the total cost of each project.



Most groups will build four to six houses in the week that they are in Guatemala. Depending on team size, two houses can be built in one day. Please plan to have the funds for each house you are building available to Pray America at least 30 days prior to your trip. This enables us to purchase lumber, concrete and supplies for each house your team plans to build. Please indicate how many new widow homes your team plans to build when you fill out the Trip Information Request Form online.

• Restoration Ministry

The cost of a Widow Home Restoration is \$500, and will enable visiting teams to pour into local Guatemalan families who have received a widow house from the Manos de Jesus ministry in the past. We've noticed that weather and years of use have created a need for the restoration of these homes. This ministry component by no means is meant to replace our widow home construction ministry. The Restoration Ministry is simply another opportunity to serve. Here are the details of a restoration project:

- Paint, and replace rotted or split wood, and add a gutter to each home.
- A team of 6-10 people can easily restore 2 widows homes in one day.
- The cost includes a water filter and a stove if needed.

The cost of a Restoration Package is \$1150, and provides each home restored with not only a paint, wood replacement, gutter, and audio bible, but also with a water filter, stove, and a 4'X5' foot cemented latrine with a working toilet, wood walls and tin roof (the same fashion as a widow home). To add an audio bible in Quiche (native Guatemalan dialect in Chichicastenango) to your project is \$25 to the total cost of each project.

Please indicate how many existing widow homes your team plans to restore on the Trip Info Request Form or email us: trips@prayamerica.org.

• Latrines, Stoves, and Water Filters

The cost of a latrine is \$400. The cost for each efficient wood burning stove is \$150. A water filter costs \$75 each. Included in the price of each project is a solar powered audio bible for the widow of each home to keep, and grow in faith through. To add an audio bible in Quiche (native Guatemalan dialect in Chichicastenango) to your project is \$25 to the total cost of each project.

Latrines, stoves, and water filters are an important necessity for improved health of local Guatemalans. We also employ a staff of Health Workers who regularly check in on families who have received either a stove or a water filter from Manos de Jesus. Our Health Workers ensure

that everything is functioning properly and record health progress of family members. If you wish to bless a Guatemalan family in need with a stove or a water filter please indicate this on your Trip Info Request Form or email us: trips@prayamerica.org.

- **Lake Atitlan (optional side-trip)**

Typically teams will also choose to visit beautiful Lake Atitlan, about one hour away from Chichi. We'll be glad to make all arrangements for this side-trip. Our Group Coordinator will also accompany your team to ensure all details run smoothly. Please reserve this trip ahead of time by emailing us: trips@prayamerica.org. Due to our non-profit and 501C3 status PLEASE bring your total Lake Trip funds with you, in cash, to Chichicastenango and hand it to our Group Coordinator. The cost for a lake trip is in addition to your Trip Costs and Project Costs.



Visiting Lake Atitlan provides your team with a break to enjoy God's beauty. There are two options for teams when visiting the Lake: 1) Take a 20 minute boat ride across the lake and enjoy the rich culture and shopping in Santiago. 2) A professional zip-lining adventure with views of waterfalls, the surrounding jungle and of the lake with it's three volcanoes. See below for the cost of each option.

Lake Trip Costs:

Option 1) \$50 per person - Boat ride across the lake. This includes transportation to and from the lake, the boat rental, and lunch at a restaurant overlooking Lake Atitlan.

Option 2) \$75 per person - Zip-lining adventure. This includes transportation to and from the zip-line park and lunch at a restaurant overlooking Lake Atitlan.

• Shoe Factory

We have T-shirts, coffee, purses, and shoes for sale that you can purchase while you are in Guatemala. Your team will have a chance to visit our Shoe Factory at Monte Flor where shoes are made for local children. Our talented Shoe Factory cobblers also make flip flops and purses available for you to purchase.

- T-shirts: \$15.00 per shirt
- Guatemalan Coffee sold in one pound bags: \$10.00 per bag
- Gift bags for coffee: \$2.00
- Shoes are made by hand at the ministry shoe factory: \$25.00 for one pair of shoes. When you purchase a pair of our handmade shoes you are also purchasing a pair of shoes for a child so that he/she can go to school.
- Hoodies: \$30.00
- The Group Coordinator will assist you in purchasing any of these items during your trip.

Team Member Preparation

The following section will help you prepare and guide your team in the months leading up to your departure date. This guide will also help you with Team Member Requirements, Fund Raising, Cultural Considerations, and Trip Expectations. In addition, below are scripture suggestions that you may want to share with the team throughout your trip experience.

Philippians 4:13 - "I can do all things through him who gives me strength."

James 1:27 - "Religion that God our Father accepts as pure and faultless is this: to look after orphans and widows in their distress and to keep oneself from being polluted by the world."

1 Peter 4:11 - "If anyone speaks, they should do so as one who speaks the very words of God. If anyone serves, they should do so with the strength God provides, so that in all things God may be praised through Jesus Christ. To him be the glory and the power for ever and ever. Amen."

Luke 10:2-4 - "He told them, "The harvest is plentiful, but the workers are few. Ask the Lord of the harvest, therefore, to send out workers into his harvest field. Go! I am

sending you out like lambs among wolves. Do not take a purse or bag or sandals; and do not greet anyone on the road.”

• Trip Expectations

Each team member will have different expectations for your trip to Guatemala. Some individuals may not have any, but it can be very helpful and healthy to discuss expectations. God typically grows and stretches us in very unique ways on a mission trip. Our staff may also ask the expectations question again once you are in Guatemala because expectations can change as your mission experience unfolds. Sometimes it can be hard to calculate expectations and a helpful place to start is to be reminded that you are in Guatemala to serve, not to be served. The following serving order is a helpful tool for your team to remember during your trip in Guatemala.

Serving Order:

- 1) Widows and local Guatemalans
- 2) Pray America Staff
- 3) Other team members
- 4) Yourself

Other expectations your team may experience aside from emotional and spiritual expectations include logistics, donations that your team has brought with, reflection time, and safety of the group. We highly encourage you to hold regular pre-trip meetings during which you can discuss various expectations of team members, necessary purchases, any legal processes, prayer support and fund raising. The following is a guide to help with various topics and questions frequently asked by team members.

• Initial Team Member Requirements

There are certain legal documents and immunizations that every team member needs to have before they travel out of the United States:

A current Passport, that is NOT expired, is required to travel.

You can contact your local postal office for information on how to obtain a passport.

A current Tetanus shot is required for all participants. Check with your doctor for information on what vaccinations you will need, where and how to get them, and how much they cost. You can also visit the Center for Disease Control website for more information www.cdc.gov.

• Fundraising Events & Tax Deduction for Contributions

Fundraising can either be a frightening experience or it can be a bonding experience for the entire team before you get into Guatemala. During your pre-trip meetings your team can be creative with fundraising ideas such as writing support letters, baby sitting events, auctions, dinner banquets and more. The ideas are endless, so be creative.

You may have a church or non-profit organization who is handling the funds for your team. We ask that one check is written for the team to Pray America for the total of the Trip Cost. Your team member's financial contributors can write their checks for your trip to the church or non-profit organization handling your team funds. This way your financial contributors can receive a tax deduction. Our office in Michigan is not staffed to receive multiple checks from multiple sources.

Note:

- Please mail checks for trip payments. Please clearly state the trip dates and the church/organization name when sending trip funds. We are sorry for the inconvenience but cannot accept payments for Trip Funds online at this time.
- Due to IRS rules and Pray America policy: If individual team members are tracking their own funds and writing their trip check to Pray America, then their contributors must write donation checks TO THE INDIVIDUAL team member. The team member can then use their total trip and flight costs as a tax-deduction during the tax year of travel. We would rather one check be written to Pray America for the total Trip Cost but we also understand there are always exceptions and circumstances beyond your control. Please feel free to send us an email if you have questions concerning this:
trips@prayamerica.org
- If an individual receives a check written to Pray America for a donation, then the individual needs to ask the contributor to rewrite the check to them personally.

• Team Member Support (Both Prayer and Financial Support)

Sending out a faith letter letting friends and family know about the mission trip you are about to embark upon can be very helpful in preparation for your trip. It is another good way to raise funds and a good way to ask for prayer support. You will need faithful prayer warriors who will intercede for you before, during, and after your trip.

• Pre-Trip Meeting Topics

We strongly encourage you, the Team Leader, to hold regular meetings leading up to your trip. This will facilitate group cohesiveness and it will provide a chance for you to help your team with any questions they may have concerning your upcoming trip. These meeting topics below include information that will be very helpful to know during your stay in Guatemala. These topics are listed in recommended order to discuss one topic per meeting.

1) First Team Meeting: The information included in this meeting is listed in the previous sections of this manual and includes airfare, team expectations and fundraising events, trip funds, initial team member requirements, tax deduction for contributions, and team prayer support.

2) Spiritual Warfare is a topic for the second meeting: Once someone commits to a mission trip where he/she will be serving God and working for His glory, spiritual warfare can become stronger in that individual's life. Spiritual warfare can come in many forms; examples include job issues, marriage or family challenges, financial woes, health problems, lack of self-confidence, pride, doubt and worry, etc. Since spiritual warfare is an ongoing battle. And, prayer support is needed previous to, during, and after your mission trip. Spiritual warfare is not to be feared, just recognized and prayed against.

3) Fundraising is mentioned at the first meeting, but the third meeting is a good time to fine tune your team's ideas and the details. We strongly suggest that you do a fundraising event even if team funds are not needed. Such an event will help the team to bond and it will help to spread awareness of your trip to your church and to your community. While fundraising is important, team building is the critical piece for the event. If there are extra funds raised, the team can decide on how to allot the funds. Extra funds can be donated to the ministry in support of several different projects such as Feeding Programs, Stoves, Water Filters, Sponsoring a Bethany Family, or support for the Caballeros Family living at Casa de Sarita.

4) Fourth Meeting - Cultural Considerations: Cultural understanding is an important aspect to a successful serving experience for your team. We have asked your team leader to share the following information with you in this meeting. This information will help with culture shock, culture tolerance, and preparation for their trip.

- A 30 year civil war that ended in the mid 1990's has left Chichicastenango and surrounding areas in a state of devastation. Many of the indigenous people, especially the men, were the targets of the militia as well as government soldiers. Many of those not killed in their fields and homes were "taken prisoner" and never seen again. The scars of that war can still be seen in the Guatemalan people today. As a result there were approximately 70,000 widows left in the area of Chichicastenango, Guatemala.
- In 2003 Pray America/Manos de Jesus arrived in Chichi to help the local community, build relationships and trust, and to introduce Jesus to an area in great need.

- Although locals live in a great amount of poverty they generally earn a living through farming or weaving goods to be sold in the market.
- The market in Chichi is the largest open air market in Central America and occurs on Thursday and Sunday each week. The currency exchange rate is about eight Quetzales to one dollar. Items are inexpensive and your money is very valuable to the local economy. However, haggling for an item is an expected part of the market experience.
- Women and children are not considered equals as they are in the United States. Many children work from a very young age selling in the market.
- In Chichi alcoholism is a large problem. Many of the men are alcoholics and it is easily visible as you walk or drive through town. The hope of the ministry is to bring Christ to the people in Chichi to change the practice of abuse into a practice where men are caring for and loving their families, and respecting women and children like God does.
- Chichicastenango is the center of Mayan idol worship in Guatemala, although the country is listed as a Catholic nation. Catholicism is mixed with Mayan traditions, beliefs, and practices. This can be seen in an around the large church, Santo Tomas, in the center of town.



We understand that absorbing a new culture full of a great amount of poverty and idol worship can be difficult, and every individual reacts differently. Please remember that your actions, words, and attitudes are all representations of the ministry and a Christian witness while you are in Guatemala. Many Spanish or Quiché speaking locals understand English even if they don't speak it. During your trip if you have any questions our staff is there to help you better understand the culture in Chichicastenango.

• Additional Donations

Pray America enjoys and welcomes the diversity of all dominations that teams bring to Guatemala. For the safety and/or comfort of all people on ministry staff and the team we require that any programs, presentations, or prayer meetings that are separate from debrief and devotions are approved first by Pray America staff. With the vast diversity of denominations that the ministry does host we want to provide a respectful and welcoming environment to all people both American and Guatemalan. Thank you for your understanding in this area of our ministry.

• Additional Programs

Please do not feel that you need to bring many extra gifts. The widow house(s), stoves, water filters and your heart felt prayers with the widows will be more than enough. Many extra gifts can overwhelm the family and, in some cases, extra gifts can cause quarrels between children and between widows.

However, your team may choose to bring items to donate to the ministry, to the widow and her family, and to other possible people in need. This is optional, but in the case that you have raised more money than what your team needs you are welcome to bring some additional donations with you. Our Group Coordinator can offer donation suggestions if needed. Remember, with airline baggage regulations you may also incur additional fees.

• Debriefing Time

Once your team is in Guatemala your host, our Group Coordinator, will lead a debriefing session each evening. Debriefing time is critical to making the trip experience one of the heart. The debrief meetings are an expected part of each team trip and are a necessary part to help you and your team process your experience in Guatemala.

- Conflicted feelings are a part of the experience when what one sees and does on the trip enters the heart and not just the head. All feelings are okay, safe to share, and a part of how God is working in your heart and life.
- Dealing with Guilt may be a struggle. You and your team may be dealing with seeing God's kingdom through American glasses. Due to where you have lived, what you have and the culture of your own country, you may feel conflict between what you see and what you feel. This is a normal reaction and a topic our Group Coordinator may encourage you to discuss during debrief time in the evenings.

• Safety

During your stay in Guatemala you are always in the care of the ministry. It is a high priority of the ministry to take especially good care of each team member that travels with Pray America to Guatemala. The mission house rules are included at the end of this manual and are written to keep you safe during your trip. Our trained Group Coordinator will be nearby for any questions or concerns that you may have.

• Packing Your Bags

Pack clothing appropriate for any type of weather. Regardless of a rainy season or a dry season here the weather can change quickly. Additionally, please keep your thighs and shoulders covered. It is culturally unacceptable to show these parts of the body in public

Packing List

- Bible
- Journal/notebook and pen/pencil
- Work and painting clothing
- Work gloves
- Casual clothing (Jeans and shorts)
- Leisure clothing for wear around the house
- Good walking shoes for outdoor work
- Sandals or comfortable shoes
- Hand sanitizer (small travel size)
- Travel-size toilet paper
- Sunscreen (SPF30 or higher - You will burn quickly at this altitude)
- Hat (even if you don't wear it at home)
- Travel medication (Ibuprofen, Pepto tablets, Immodium AD, etc.)
- Personal items (inhaler, wet wipes, etc.)
- Backpack
- Rain poncho
- Camera
- Flashlight
- Snack items for yourself (granola bars, crackers and cheese, etc.)
- Personal water bottle

Additional Donations (optional)

- Financial donations for Feeding Programs (\$15 feeds one child twice a week)
- Blankets for widow homes can be purchased in the Chichi market
- School supplies and coloring books for children
- Gently used or new Soccer balls
- Bead kits
- Small Toys (example: match box cars, small stuffed animals, etc.)

Mission House Rules

Our Group Coordinator will go over many of rules on this list with the team the day you arrive at the mission house in Guatemala. These rules are for your safety, for consideration of your team mates, and for consideration of the ministry. We kindly ask that each team member adheres to these rules.

- **BATHROOM:** Toilet paper goes in the waste basket near the toilet. Please do not flush any toilet paper, the plumbing can't handle it. If you accidentally put toilet paper in the toilet please flush twice.
- **DIRTY WATER:** It's important you don't drink the local water in order to not get sick. Two of the most common problems with water are brushing your teeth and taking a shower. Try to keep from getting shower water in your mouth. If you accidentally put your tooth brush under the water wash it with hand sanitizer, rinse with pure water from a water bottle, and let it dry thoroughly. New toiletries can be purchased locally.
- **DRINKS:** We supply bottled water and soft drinks for teams, but we try to conserve as much as possible when it comes to drinks.
- We supply safe filtered water for your use while you are here. We have two water coolers in the kitchen where you can refill your bottle. We request you refill your bottle as opposed to grabbing a new one each time you empty it. Please drink as much water as possible to discourage altitude sickness and heat exhaustion.
- There is a refrigerator located in the dining room at the mission house which is stocked with a variety of soft drinks. Each team member is allowed one soft drink per day. If you require more than that there are stores within walking distance that sell soft drinks.
- **LAUNDRY:** Each group is allowed one day in the middle of your stay to do laundry. Please work together so that you minimize the number of loads.
- **CLEANING:** After meals please help clean dishes and remaining food from the table, and help the kitchen staff wash and dry the dishes. We dry each dish, utensil and cup twice. Any remaining water could cause your team members to get sick.
- **COMPUTER USE:** We strongly encourage teams to unplug and to not use a computer or a "connected device" during their stay so that you can be focused on your experience here in Guatemala. Unplugging while in Guatemala will help team members connect and focus on their experience. If an emergency occurs or you need to contact loved ones during your time in Chichi please feel free to ask our Group Coordinator. You are welcome to use one of our local phones to call your loved ones in the United States.

- **DRESS CODE:** We ask teams to follow a general dress code that is respectful of the culture in Guatemala. Appropriate attire is a shirt that covers your shoulders and shorts that are knee length or longer. No tank tops or short shorts please.
- **BE ON TIME & FLEXIBLE:** We ask team members to be on time as it is considerate of our staff and of your other team members, but at the same time to please be flexible. Guatemalan culture is different than American culture with time constraints. However, schedules change often and without notice. We appreciate your patience in this area.
- **LEAVING THE MISSION HOUSE:** We ask that you DO NOT leave the mission house to walk around Chichi or Monte Flor alone. Let your team leader know where you are going, when you are leaving, and when you expect to be back, especially if you go out after dark. Please go out in groups rather than alone. Pray America is responsible for your safety and plans could change at a moments notice.

Pray America/Manos de Jesus - updated August 2013 - prayamerica.org! 11

- **NOISE CURFEW:** The ministry's noise curfew is 10:00pm. We understand that people run on different time schedules. You don't have to go to sleep at this time, but we ask that you are respectful to everyone else in the house.
- **EXCHANGING MONEY:** Any money you need to exchange please give to your team leader who will give it to the Group Coordinator to exchange at the bank. We ask that you bring crisp, untorn and unwritten bills, and that we exchange everyones money all at the same time and only once during the week.
- **MARKET:** On market day you will have the opportunity to shop and experience market. Items are inexpensive, yet your money is very valuable to the local economy. However, haggling for an item is a part of the market experience and is expected.
- Please do not buy any of the masks, idol like items, or any animal carvings as many times they have a curse placed on them.
- There are many fruits and vegetables in the market. Before you eat any market food bring it back to the mission house and have the kitchen staff clean it so you don't get sick from bacteria on the food.
- **BUILDING SITES:** When building houses we want you to enjoy the full experience. We strongly encourage each team member to take turns interacting with the widow and her family. You may not speak the same language as the widow but body language speaks volumes. Remember to also keep working on the house in order to finish it in a timely manner.
- In the past we have let team members use the chainsaws, but we no longer allow this for safety and liability reasons.
- Make sure to wear plenty of sunscreen and drink lots of water at the building sites or while working outdoors.

- RELAYING INFORMATION: Any information that needs to be given to the team the Group Coordinator will give to the Team Leader and he/she will relay the information. In the same respect, if any team members have questions or concerns they should ask the Team Leader and the Team Leader will go to the Group Coordinator. We do this to keep the channels of communication orderly and so everyone has correct information.
- ALCOHOL USE: No drinking alcohol while in Chichicastenango. This includes bringing alcohol back to the mission house. The reason behind this; alcoholism is a huge problem with local Guatemalans.
- TIPS & GIFTS: If you would like to give a gift to a specific ministry employee please ask your Team Leader who will ask the Group Coordinator.
- Please **DO NOT** give any tips or money to any of our Guatemalan staff. Your generosity will only cause animosity and problems amongst other staff. Please give all tips and gifts of money to our Group Coordinator who will ensure that your generosity is divided equally amongst all Guatemalan staff who worked with your team.

If you need anything during your time in Guatemala our ministry staff will always be available. We want you to have a great experience during your time in Guatemala! Again, if you have any questions, please email us: trips@prayamerica.org. We look forward to serving along side of you soon!