

First Presbyterian Church of Conroe

Title: Mission Trip Planning Form, F-230101

Reference: MOO Section 23, *Mission Trips*, Operations Policy Statement 23.01
Planning and Approval of Mission Trips

1. Sponsoring Ministry's name: _____
2. Name of Trip Leader: _____
3. Purpose of trip: _____

4. Dates for departure and return: _____
5. Description of project activity at destination: _____

6. Age span of the participants: _____
7. What is the anticipated number of participants? _____
8. Names of anticipated adult leaders if a youth trip: _____

9. Explain any unordinary physical requirements or work conditions, such as high elevation or climbing steep trails. _____
10. Plans for lodging are: _____
11. What is the anticipated mode of transportation? _____
12. Has a pre-site visit been done or is one anticipated? _____
13. Who is the contact at the destination – name, address, and telephone number?

14. What amount (if any) of church funding been approved for this trip? _____
15. Is there a need for special fund raising for the trip? _____
16. Are there additional costs such as for materials for the project? _____
17. Names of other churches participating: _____
18. Has there been any assessment of security risks? _____
19. What are the security and safety risks? _____

20. What are the medical and/or hospital facilities available? Give distance from where project work will be conducted. _____
21. What means of communication exist for the project location? _____

22. Provide any additional information that should be considered for approval of this trip:

23. Date that the sponsoring ministry approved this form: _____

Approved (signature of person approving)

Date: _____