Trip Information Packet
Jamaica
Marquette University High School
June 24—July 2, 2019
Welcome to Courts for Kids. Most likely, this is your first trip with our organization and we are confident that this trip will impact you in ways you cannot even imagine. We work closely with our in-country partner to make sure your basic needs are met, so we can all focus on the task at hand, creating a multi-purpose sports court with the initiative, help and support of the community.

A sports court is a great project because it requires the help of many community members, provides plenty of work for everyone, and becomes an asset that provides not only safe places for children to play, but also various other benefits. The hard work of our team will be a great bridge between us and the community and we will develop a mutual respect that will help provide inroads into a rich cross-cultural experience and first-hand insight into a developing world community.

We are looking for great cultural ambassadors, so please only sign up for this trip if you are willing to step outside of your comfort zone. You will need to work hard, you will be eating different foods, sleeping and bathing in less comfortable environments. But, as they say, if you want to live like you’re in America, why leave?

Most importantly, we ask that you enter into this with a great sense of humility. We want you to be eager to learn and grow in this process as we are entering into a different culture with different values and norms. We want you be quick to listen and slow to speak.

We will not be giving you a detailed itinerary as things are very prone to change with this sort of construction project. But your time will be spent working on the court, taking part in various cultural activities and, most importantly, connecting with the locals.

Please look through this informational packet and feel free to contact us with any questions you may have.

If you choose to go, I can almost guarantee you will look back on this trip as a life-changing experience. You will grow so much in a week it will make you wish you could stay longer. In fact, you will probably say this was the best week of your year.

Hope you can come!

Derek Nesland
President
Courts for Kids
Community Information

You will be traveling to New Forest, a small town in the southern part of Jamaica, in the Manchester Parish (see arrow on map below). There are 14 parishes in Jamaica. In the days prior to the abolition of slavery, Manchester’s population was never as large as that of the surrounding parishes because the hilly terrain was not suited for the cultivation of sugar which was then the island’s most lucrative crop. However, after emancipation many of the newly-freed slaves moved into the area to grow coffee and other crops on hillside farms. Manchester is a rural area, far removed from both the tourism hubs of Montego Bay, Negril, etc. and also a world away from the bustling urban center of Kingston.

The population of New Forest is approximately 2,600 residents, with whom you will be closely working to build a multi-purpose athletic court. Their community leadership, especially the New Forest Primary School has determined that a sports court to provide a year-round, safe space for children to play, is of utmost importance. The nearest community center is 7km away from New Forest, leaving the children to play in the streets, which can be quite dangerous for them. The community is incredibly passionate about sports and this project, as shown in the picture below of over 50 people crammed into the school for an interest meeting regarding the court project.

The court will be used for many functions in the community. It will primarily be beneficial to the New Forest infant, primary and secondary schools, providing a space for PE classes, hosting games, allowing for sports teams among other benefits that will come from sports. In addition, it will serve as an after-school community center for students, a parade court for the uniform groups and other meetings and social functions.

We will work side-by-side with the locals and although it will be challenging there are jobs for everyone of every physical capacity. During the whole trip we will be fully immersed in the local culture eating authentic food, learning local traditions, customs, and way of life. It is important to note that this court will be built with the community not for the community. The community members are very motivated to make their court a reality and from the beginning, they have been the driving factor planning this project to see it come to fruition.

*More specific lodging, packing, and trip logistics will be provided as the departure date gets closer.
**Please note, the destination community is subject to change at the discretion of Courts for Kids in order to best meet the needs and safety of the volunteer group as well as the needs of the host community.
Trip Safety

Courts for Kids makes your safety our number one priority. Being in a safe, tight knit community with strong awareness and ownership of the project will provide local people who will be personally invested in the safety of the team. Courts for Kids also has safety protocols in place that include, but are not limited to:

- A Courts for Kids representative will lead the group while in the destination country.
- We always contract private transportation to pick up and return the group to the in-country airport.
- We have a strict behavior and conduct policy for all trip participants which promotes the safety and security of the group. All participants are required to attend a mandatory training.
- We have secure transportation available to medical facilities in the case of any injuries.
- We will have a first aid kit with the group at all times.
- We only drink clean, potable water.
- We do not allow cell phones; we require all volunteers to be disconnected for the entirety of the trip.
- Insurance coverage for all trip participants that includes evacuation with a medical escort in a worst case situation. Policy details can be provided upon request.
- A Child Protection Policy which includes background checks for all adults traveling in a group where minors are present.
- Courts for Kids may conduct a behavioral background check through a student’s school and reserves the right to refuse a participant based on the information we receive.

Safety is a team effort and every trip participant is responsible for their behavior, must use common sense while traveling, and comply with Courts for Kids representatives and trip leaders at all times.

Funding Responsibilities

Everyone in your group will contribute to the total project costs. Each participant will be required to fundraise/donate this amount:

$2,100

100% of all donations are fully tax deductible

All funds raised are applied to court construction costs and the following group expenses:

- Round trip airfare (award points cannot be used)
- In-country costs (food, water, lodging, and transportation)
- Entrance/exit fees
- Emergency medical insurance
- Special activities
- Court construction costs (in addition to your giving, the host community also contributes making this court a reality).

Does not include: passport, immunizations, travel to and from the US airport, food or incidental costs on layovers and delays, or spending money for souvenirs.

*All donations are non-refundable (unless the entire project is canceled by Courts for Kids). If you raise/donate more than the above amount, you can choose to apply the excess to passport or immunization costs (must submit receipts), the court construction costs, sports equipment, toward the balance of another trip participant or towards Courts for Kids in general. You will not be eligible for any other refunds or reimbursements due to IRS regulations.*
Trip Checklist

1. **Registration**: Register online at [www.courtsforkids.org/upcoming](http://www.courtsforkids.org/upcoming) using the link provided by CFK/MUHS and make sure to turn in your non-refundable deposit (the deposit will go towards your total cost).

2. **Passport**: Make sure you have a passport that will not expire before **January 2, 2020**. If you need a passport, go to the nearest post office for assistance. **In order to avoid the headache and stress, make sure you get your passport on time, do it ASAP.**

3. **Fundraising deadlines**:
   - Deposit of $300 by January 15, 2018
   - 1st amount of $600 by February 15, 2019
   - 2nd amount of $600 by April 15, 2019
   - 3rd amount of $600 by June 15, 2019

   *All donations are non-refundable unless the entire project is canceled by Courts for Kids.*

3. **Vaccinations**: The recommended vaccinations for travel to Jamaica according to the Center for Disease Control are the following (keep in mind these are recommended, not required. Check with your local doctor and make the decision best for you):
   a. Routine (DPT, MMR, Polio)—all travelers
   b. Hepatitis A and Typhoid—most travelers
   c. Hepatitis B, rabies, and Yellow Fever — some travelers

   (Note: There is no risk of Yellow Fever in Jamaica, YF vaccine only required if you are traveling to Jamaica from certain foreign countries, not the USA).

4. Attend **mandatory** Courts for Kids pre-trip training, dates to be announced.

Flight Itinerary

**Delta Flight Itinerary**
(Award points cannot be used)

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<th>Dep.</th>
<th>Airport</th>
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You are eligible for frequent flier miles on Delta. To enroll go to www.Delta.com
*Flights and carrier are subject to change*
Support Letters – Best proven method

- Come up with a list of friends and family members who might support you on this trip. Don’t rule people out too quickly. You will be very surprised at who will support you. Get their addresses.
- Type up a support letter for people to make a tax-deductible donation on your behalf (use the sample on the next page for an idea).
- Send the letter, pledge card and a return-addressed envelope (to your house) to everyone on your list.
  
  **IMPORTANT** – **Get this letter out ASAP to make sure you get your support raised in time.**
- Make sure people give you checks made out to Courts for Kids. When you receive a check, make sure and send them a thank you card. Next send the check and the response card to Courts for Kids.

Online Appeal
Letter by mail, with a return envelope, are often more effective but it would be good to do both.

- Direct people to our webpage – www.courtsforkids.org/donate.html.
  - Click on ‘Donate to a North American Volunteer,’ then select your project on the list.
  - To designate the funds, have them write your name in the comments box.
- Facebook Fundraiser:
  - Anyone can create a fundraiser on Facebook, including your family members; however, fundraisers must follow the rules outlined below. When fundraisers are created correctly, Courts for Kids will directly receive the funds you raise and we will credit 100% of the donations towards your trip responsibilities.
  
  **Rules for Fundraising on Facebook**
  - **Fundraiser titles MUST include the trip participant’s first and last name or donations received through this fundraiser will NOT be able to be credited to your trip costs.**
    - **ACCEPTABLE** : ‘Johnny Smith’s summer Xavier HS trip to Nicaragua fundraiser’ - Created by Johnny’s Grandmother
    - **NOT ACCEPTABLE** : ‘Fundraiser for my summer Xavier trip to Nicaragua’ - created by Johnny Smith
  - Fundraisers must be created for Courts for Kids, not for yourself. When creating a fundraiser on Facebook choose Courts for Kids under the 'Nonprofit' section, do not choose the option to raise money for 'Yourself' or 'For a Friend.'

Other ideas
- If applicable, schedule a meeting to see if your home church, service club, or other organization will sponsor you.
- Do a game night, movie night, adult prom, Zumba-thon, Bunco party or another fun event and sell tickets.
- Solicit donations you can sell in a garage sale, silent auction, online auction, or raffle.
- Make a craft, shirt, or food item that you can sell.
- Some companies have donation matching programs and will match donations employees make to nonprofits such as Courts for Kids. You can check if a company has a donation matching program here: http://www.matchinggifts.com/search/rit
- Be creative, go online – there are many fundraising ideas out there.
Dear (personalize it by adding their name here),

I am excited to share with you about an upcoming service project in {insert country} this upcoming {month of trip} through Courts for Kids. I need to raise {amount needed to raise} in order to participate so I am asking friends and family members to consider helping out with a tax-deductible contribution.

We will travel to {insert country} and make our way to {insert a couple sentences of community information from the site details page of the packet}. This community applied to Courts for Kids for assistance in building a multi-use athletic court, which is where I come in. I want to help make this vision a reality for the community but need some help. I am raising money not only for travel costs but also for construction materials, as well.

Our primary project will be to build this court, but we will also take part in other service and cultural learning activities as well. Our primary purpose for going is to serve the local community, but also to grow and learn as we get out of our comfort zone. We will be staying in relatively primitive conditions within the community and will be eating the local food the entire time. This is definitely not a touristy trip, but I am excited for the change I am sure will happen in my life and the impact we can have.

{If you have the space, enter a personal story of why this trip is significant for you)

Would you consider supporting me as well as the local community in this project? I need to raise {amount needed to raise} for this trip to be possible. If you are interested, please make a check out to Courts for Kids and return it in the enclosed envelope. Could you please return this envelope as soon as possible in order to make sure I hand everything in with enough time to spare? You donation is tax-deductible and 100% of what you give will go directly to this trip.

Sincerely,

{Your signature and name}
o Yes, I would like to support _______________ on the Marquette University High School Jamaica project in the amount of:

<table>
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<th>Amount</th>
<th>Selection</th>
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<td>$25</td>
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<td>other amount</td>
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Please make your tax-deductible contribution out to Courts for Kids, and return using the return-addressed envelope as soon as possible.

Name________________________
Address____________________
________________________________
City_____________State____
Zip Code_____________________
Phone Number _________________
Email _________________________

Please write your email to the right if you want your donation receipt e-mailed to you to help us save costs and resources.

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Questions?

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