



Remember Nhu

Ending child sex slavery through prevention

Preventing Children from Ever Entering the Slave Trade: One Child at a Time



Intern Handbook
2014

Dear Prospective *Remember Nhu* Intern:

Welcome to *Remember Nhu*! We are excited that God has brought you to this point in the discernment process and that you are exploring how you might serve God through *R-Nhu* or that you are already convinced that God has called you to serve through *R-Nhu*. *R-Nhu* prevents children from ever being sold into the sex trade industry around the world and we welcome visitors, interns, teams, instructors, long-term volunteers, and international workers to join with us in this ministry. *R-Nhu* works in countries where human trafficking is prevalent, creating change through prevention.

Praise God, we are growing! At each home we are meeting the physical, educational, emotional and spiritual needs of the children in our care. God is at work and we pray that if you become a *R-Nhu* intern this journey will be one of inspiration and growth in which you will see God working for the children of the world through *R-Nhu*.

Interns are placed in homes where they meet the *R-Nhu* children and love them with the unconditional love of Christ. This ministry thrives on Jesus' love that was demonstrated for us on the cross. We do what we do every day because He first loved us. 1 Corinthians 13:3 states, "If I give all I possess to the poor, and surrender my body to the flames but have not love, I gain nothing." That is the mission of *R-Nhu*: to love God and to love neighbor with unconditional love. We are praying for you: for boldness and wisdom as you seek to discern God's will for your life; for peace and confidence as you raise support for your service if you decide to serve; for joy and courage and a sense of God's presence and love as you pack, and participate in Boot Camp, and prepare to travel half-way around the world to work with the *R-Nhu* family. Please take time to pray for this ministry and the journey you are about you begin. We here at *R-Nhu* are excited for you and grateful that God has sent you to us!

To help you during this time, we have some information for you to look over. We hope this will help you through the discernment and preparation process during the next few months. Please, look over this informational handbook closely and if you have any questions please do not hesitate to email us.

In His Strength and With Confidence in His Love,

The *Remember Nhu* Team

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Finances

General Information and Costs

A *Remember Nhu* internship in Thailand costs approximately \$20.00 per day for living expenses. This daily cost includes:

- **Room and Board-** You will be placed at one of the homes. Be prepared to share a room with other interns and Thai staff
- **Transportation-** Gas for one of *Remember Nhu's* motos and *songtao* rides (for *Remember Nhu* purposes)
- **Meals-** Three meals a day provided for at the children's homes.
- **Thai Lessons-** If staying longer than three months, you will be able to take Thai lessons once a week.

During your internship, the *Remember Nhu* daily expense does **NOT** cover certain expenses while being here. Please be aware that these include:

- **Personal Items-** Any souvenirs that you would like to purchase while in Thailand will be at your expense. Additionally, any snacks, items from the markets are not included.
- **Field experiences-** Cooking lessons, trips to the North or South, or additional trips to tourist places are not included.
- **Traveling Expenses-** Your visa and airplane ticket are not covered. Please raise additional funds for these expenses.
- **Insurance-** Usually if you are traveling longer than 30 days (check with your insurance provider for further details) your health, life and medical insurance loses some coverage. Additional coverage is not provided through *Remember Nhu*.
- **Moto-** If you would like to purchase your own moto or use one of *Remember Nhu's*, you will need to raise those funds (please be aware that will cost approximately \$1,400.00 to purchase and \$100/month to use one of *Remember Nhu's* motos)

Other Information

Because *Remember Nhu* is a non-profit ministry, any money deposited to *Remember Nhu* on your behalf must be used by *Remember Nhu* and cannot be returned to you at the completion of your internship. As such, it is **STRONGLY RECOMMENDED** that you send what is needed to *Remember Nhu* while continuing to keep funds in your personal bank account. Any money sent to *Remember Nhu* can be used for the above items and any other *Remember Nhu* related expenses. Anything donated to *Remember Nhu* is tax-deductible. If you wish for your plane ticket and visa to be tax-deductible, please send those funds along with a receipt for those items to *Remember Nhu*.

Please bring with you two credit cards and/or a debit card (for other opportunities not covered by *Remember Nhu*) and personal spending money. Make sure to call your bank ahead of your departure to inform them when and for how long you are leaving the country.

Other Opportunities

While in Thailand there might be additional opportunities for tourism, trips to other homes, extended learning, and of course market opportunities and daily living expenses.

- **Tourism-** There are several places of interest for interns staying for extended periods of time or for interns finishing their *Remember Nhu* experience. Please note that these opportunities range from \$30.00USD to several hundred dollars for longer trips.
- **Cambodia-** This is not available for all interns, but be aware that this opportunity might arise while interning with *Remember Nhu*.
- **Extended Learning-** Several times a year Asia's Center for TESOL training offers a certificate program. This program costs approximately \$400.00USD with additional transportation costs. This intensive 5 week course would be practical for teachers or those whose ministry would include extensive English training for the children/ Thai staff.
- **Spending Money-** Know that there are many fabulous places to purchase souvenirs and snacks at several of the markets. Expect on spending an average of \$100.00/month on personal items such as snacks, trips into the city, personal hygiene items, etc.

Note It is important that during the preparation process and while fulfilling your internship to keep receipts for all expenses for reimbursement purposes.

Bills and Expenses at Home

While at home you may be responsible for bills or students loans, please make sure that you have these accounted for before you leave.

Students Loans- Some student loans can be deferred. Be aware that there will still be interest incurring on these. Contact your loan administrator for further details. Another option is an auto payment provided by most loan administrators.

Bills- Make sure to unregister/un-insure your car before you leave. If you have bills consider signing up for auto withdrawal or have your parents join your banking account to make sure these bills are paid while you are working with *Remember Nhu*. Consider cancelling your phone. You can also unlock your smart phone before leaving and get an international SIM card for your stay here.

Taxes- Some interns will have taxes due while overseas. It is suggested that they either file early, or give their parents (or trusted associate) Power of Attorney so that they can file on your behalf. Make sure to leave your POA all the necessary paperwork for filing.



Currency Information

The currency in Thailand is Thai Baht (pronounced "bought"). You will exchange money at the local bank; this can also be done at the airport. The exchange rate is approximately 30 baht = \$1 USD/CAD.

The local banks and exchange centers only accept bills that are clean, unmarked, not torn and like-new bills. At most places, you will not be able to exchange bills that are used, or that are smaller than \$20. I

Contact

If there are any questions about finances, please email or call your In-Country Intern Director or *R-Nhu* intern contact. If you would like to see a copy of your account, please email Anne Moyer at: anne@Remembernhu.org.



Fundraising

General

The idea of fundraising can be a daunting task. Hopefully, this will give you some ideas on where to start and how to best go about raising support for your internship with *Remember Nhu*. No one plan works best for everyone; you will need to be creative and flexible. **Fundraising takes time.** Make sure that you set aside several hours each week to prepare. Be ready to hear the word “no”. You might hear it quite often, but don’t be discouraged. If this is where God wants you, he will open the doors necessary for you to be here. Surround this part of the journey in prayer. You are not doing this alone- Christ is with you, as are your friends and family!

Networking

One of the best ways to start support-raising is through networking. Start by brainstorming for a few minutes, thinking of people you know- family, school, churches, work, etc. Now branch off of those people to people they might know. What small groups, leadership activities, or work places are your relations connected to? This first step is vital in determining what sort of fundraising activities will work best for you. It will also help you see groups that might be interested in planning or hosting activities. When talking to your networking contacts, it is important to have a clear 15-30 second vision statement of where you are going, who you are working with, why it is important, and what you will be doing once you get here. By being prepared, you give more people an opportunity to hear about your passion while giving them a chance to respond with support.

Church Support

Your church will be one of your biggest supporters. Each church is different. Some require you to meet with your pastor, fill out applications or talk in front of the congregation. Each church will also have a different time frame for when things will be required to be turned in. So ask early and get connected. There is also a possibility that your church won't be able to support you officially. However, look for other ways for your church to support you. Are there rooms for a fundraiser they might be willing to let you use? Are there small groups to talk to formally or informally? Remember that networking is an effective strategy in church support. After your friends and family know about your trip, ask them if they know anyone else in their churches that you might share your passion about trafficking prevention and *Remember Nhu* with- either formally or informally. The church is your community; they will most likely WANT to support you! Get them involved early in the fundraising process.

Family/Friend Support

Friends and family, both Christian and non- Christian will also be some of your biggest supporters. It is important to get them involved in the fundraising process as soon as possible. However, your family is not a bank. Some family members will not be able to support you financially, but are incredible prayer warriors. Remember that you will need emotional, financial and spiritual support during this process. Don't be tempted to not focus on certain family members or friends because they cannot give financially. There may be opportunities to involve non- Christian friends, co- workers or family members in the fundraising process. Many non- Christians are surprised that someone would take so much time and money to help others. Be bold in your faith while presenting your passion to these people in your life. Invite them to support you; if they cannot, invite them to get connected through blog or email updates. This is an opportunity not only to minister to the children of *Remember Nhu*, but also to those in your life back home.

Support Letters

Writing support letters is one of the most important ways of raising awareness and support. A hard copy of your prayer letter might be good to introduce yourself and give your friends and family a tangible reminder of your ministry. You might want to also include a prayer card with your letter. A good support letter might include the following:

- how you will impact the people you will be serving and how this experience will impact you.
- your excitement and passion about what you will be doing
- specific prayer requests
- your mailing address, email address and blog address (if you have one)
- a little bit about *Remember Nhu* and their work
- a picture of you on a previous mission trip, volunteer activity, or a picture of one of the *Remember Nhu* homes.

There are examples of support letters from former *Remember Nhu* interns in the Appendix of this handbook to use as a guide. Remember, this is a **one page** opportunity to tell friends and family about *Remember Nhu*, your passion, and your goals. Be honest, be personal, be sincere. Send these to people you know personally. They should not be sent to people that you don't know or with whom you don't have a personal relationship. You might want to write another letter for those people whom you don't know. Many friends and family might ask for copies to hand out to prayer groups or work associates. In this letter, you should introduce yourself and explain why you are interested in serving with *Remember Nhu*. It should be one page and only distributed if you are asked specifically.

Events and Ideas

Each intern with *Remember Nhu* has a different fundraising experience. Here are some ideas to help you get inspired. Remember that you are representing *Remember Nhu* when you are fundraising. Be professional and Christ-centered. With all events, it is best to set a specific goal: the cost of the plane ticket, one month at *Remember Nhu*, travel fees and vaccinations, etc. Visibly show people where their money is going and help them see how their contribution is making an impact on your trip.



- Bake Sale- This could be a great way of getting started. Be aware that baking supplies are expensive- try getting the supplies donated. Another idea is to have friends and family members donate things for a bake sale to sell at a sporting event, college or church function.
- Farmer's Market- There might be one thing that you are great at baking or making. For one of the interns it was bread. She set up a table at the farmer's market with fresh homemade bread and sold it for \$10.00 a loaf with her prayer card and pictures of *Remember Nhu* at the table. Let customers know that you are raising support for your trip and invite them to get involved.
- Potluck/ Spaghetti Dinner- Have friends and family donate the food necessary for the dinner. Then use your networking and invite everyone you know. Invite your friends at work, friends from church, your Facebook friends, your youth group, your college friends, etc. Have them invite their friends. Set a price for the dinner, usually \$10.00. It might be difficult to get a head count, but try to at least get a general idea of how many people are coming. You might have other activities at the dinner such as face painting for \$1.00, a pie/dessert auction or other activities. During the evening, spend your time talking to people—try to speak personally with everyone who comes. Sometime during the evening give a short testimony about your passion, vision, and goals with *Remember Nhu*.
- Restaurant fundraiser- Many restaurants offer fundraisers where you can get a percentage of what was made during an evening. This might be a good way to get youth groups or college friends involved in the fundraising process. Look into chain restaurants, or even a mom and pop shop that you frequent regularly. They might be able to create a special cupcake or meal where all proceeds go to you! Be creative.
- Musical Fundraiser- Are you musical? Do you have a favorite coffee shop or venue? Your church might even have a room perfect for a small concert and drink night. Invite your favorite coffee bar or venue to partner alongside you in offering a percentage on all drinks or dinners served and then charge a cover. Like all fundraisers, take a moment to share your passion and vision with those there and invite them to partner with you on this journey.

One-on-One Dates- After sending out your support letters, contact people who might be most likely to give and invite them to lunch or coffee. Tell them about your passion, goals, and how *Remember Nhu* fits into your life. Asking people for money is one of the hardest parts of this journey, but remember it isn't about you, it's about what God has called you to do.

Stay Connected

Remember that fundraising is only part of the process. These people are investing in your life and are interested in hearing about your journey and what God is teaching you during your internship. Stay connected while you are serving. That might mean blogging once a month, emailing out support letters, or SKYPing people every so often from Thailand. Remember that they are your support and encouragement. Be organized! If you need to get emails or set up a blog before you leave, make sure you do so.

Remember Nhu has a Director of Communications (Eric Palmer: eric@remembernhu.org) and a communication team (Mary Schumm: mary@remembernhu.org, Julie Flanagan Barnes: Julie@remembernhu.org) to answer questions and help get you started.

Medical

General

When coming to Thailand for an extended period of time, it is important to be aware of a few things medically. Although Thailand doesn't require any vaccinations to enter the country, there are some vaccinations that are strongly recommended. Also, if you are staying longer than 6 months, it is recommended that you look into purchasing an umbrella insurance policy.

Vaccines

While these are guidelines for vaccines, please contact your local health care provider to ensure that you have all medications and vaccinations necessary for the duration of your stay.

Recommended:

- Routine shots, such as measles/mumps/rubella (MMR) vaccine, diphtheria/pertussis/tetanus (DPT) vaccine, poliovirus vaccine, etc.
- Hepatitis A
- Hepatitis B
- Typhoid
- Japanese Encephalitis (This is extremely rare—vaccine is optional)

Getting Vaccines Overseas vs. In Country

It is suggested to get Japanese Encephalitis in Thailand due the cost difference. Make sure to check what vaccinations are covered by your healthcare provider. If Japanese Encephalitis isn't covered, getting it in Thailand is a viable option costing about \$25.00. The medical care in Thailand rivals that of the US and Canada. There is a clinic 15 minutes from our Children's Home and there are three good hospitals approximately 30 minutes away.



Malaria Medication

Malaria in the regions of Thailand where you will be staying is extremely rare. It is NOT recommended to get malaria medication or vaccination for your stay in Thailand. It is not practical to take anti-malarial medication for the duration of your stay when the likelihood of contracting the disease is extremely rare.

Personal Medication

If you are taking any personal medications, it would be wise to bring the entire amount needed for your stay here. Have your doctor prescribe your medication for the duration of your trip and pack it with you. Note that it is difficult to find many vitamins in Thailand. If you take vitamins on a daily or regular basis, bring those with you from home.

Overseas Insurance

When moving overseas for a prolonged period of time, many insurance carriers substantially minimize what coverage they offer. Make sure to call your health insurance company to see what coverage you will have while overseas. If you think that you might need an umbrella policy, *Remember Nhu* staff has used such policies and you may contact them about good insurance companies and plans to purchase for additional coverage during your time in Thailand.

Boot Camp and Cultural Training

General

RememberNhu Volunteer Boot Camp is a four-day event held in Portland, OR in June, and in Florida in January. All interns are required to participate in a Boot Camp. All volunteer are encouraged to participate. It is designed to prepare *R-Nhu* interns, instructors, volunteers, and long-term workers to serve God through working with *R-Nhu* overseas. Boot Camp includes an overview of *R-Nhu*'s history, mission and vision; cross-cultural adaptation training; and a country-specific cultural introduction. Serving God through *R-Nhu* may mean that you are called to enter, live within, and learn to adapt long-term to a culture quite different from the culture which you call your 'home culture.' This can be an exciting, fascinating, mind- and faith-stretching adventure—and it also can be a nerve-wracking challenge. *R-Nhu*'s Volunteer Boot Camp seeks to provide you with theoretical information and practical tools to help you navigate long-term, cross-cultural experiences with confidence, sensitivity, skill, faithfulness, and wisdom.

At Boot Camp we will discuss Cross-cultural topics such as:

- The role of expectations in cross-cultural experiences and developing appropriate expectations
- Cultural transitions and the phenomenon of culture shock: its causes, effects, and ways to cope
- The basics of cross-cultural theory and practical ways to use those theories
- Christian identity and cultural identity
- Incarnational Christianity in context
- Cross-cultural sensitivity and cross-cultural understanding
- The importance of:
 - vulnerability/transparency (vs. fear and secrecy),
 - humility (vs. self-righteousness and arrogance),
 - forgiveness (vs. pride and idolatry),
 - trust (vs. conditional love),
 - honesty (vs. self-deception and deceit) and
 - being teachable/questioning/open (vs. judgmental/assumptive/closed)
- Relying on God's grace, love, mercy, and presence in times of chaos, confusion, and doubt

Boot Camp also has segments on: *Remember Nhu*'s history, ethos, unique culture, and mission; team dynamics and working through conflicts; spiritual health; developing appropriate goals for your time of service; Sabbath; service as a spiritual pilgrimage; and understanding your particular personality, gifts, spiritual strengths, and calling.

If you have questions or wish to register for a Volunteer Boot Camp, contact Dr. Sue Dickson (sue@remembernhu.org).

Travel Information

General

Whether this is your first time or your tenth time traveling out of the country, leaving your home for an extended period of time can be a stressful experience. Here are some guidelines to help you prepare for your trip.

Passport

If you haven't gotten a passport, or if your passport expires within six months of your return date make sure to get a new one. This can be done at the post office or passport office. Also include two pictures for the passport. These can be purchased at drug stores or the post office. Getting your passport takes 6-8 weeks and then you will need to send it to Portland, OR for your visa. Contact Pat and Forest Hetland (forest.pat@remembernhu.org) for details about your visa. It is important to allow enough time to get your passport and your visa before you leave.

Visa

Once you have received your passport, you will need to apply for your visa. You will need to have your plane ticket purchased before you apply for your visa. You will also need a letter from *Remember Nhu* stating how long your time of service/ internship will be and your expected leave date from Thailand. If you are staying longer than 90 days you will need a Multiple Entry Non-Immigrant "O" Visa which can **ONLY** be attained through the office in Portland, OR. If you are from Canada, you will still need to mail your visa application form to Portland, OR to attain your visa. Your visa starts from the date which you enter the country, but it is still a good idea not to send it too early.

Please fill out the application form (sent as a separate attachment). In addition to the application you will **NEED**:

- Send your passport with the application (Passports must have one completely empty page for visa stamp)
- Two recent passport photos
- Bank statement with at least \$480.00USD in your account
- \$200.00USD fee- personal checks will not be accepted. **Make money orders payable to: Royal Thai Consulate General**
- Self- addressed prepaid envelope for the return of your passport (make sure it has enough postage to return your passport)
- A letter from *Remember Nhu* declaring your internship, length of stay, and purpose while there. Contact Pat and Forest Hetland (forest.pat@remembernhu.org) for details about travel and Visas.

Plane Ticket

It is important to book your plane ticket as early as possible for your trip. The longer you wait the more expensive it can be. It is important to note that if your internship is longer than eight months it is NOT possible to purchase a return ticket. You will have to wait to purchase your return ticket. When booking your plane ticket try avoiding Bangkok. Using sites like expedia.com will help you to gauge plane ticket prices and help you find the best deal. Several staff members use kayak.com and attest to their great prices. Korean Air has a good reputation and makes for convenient flying from both the East and West coasts.

Traveling

Before you leave for the airport, it is important to have a few things in mind.

First, it is important to have some emergency money (actual cash) in case there is a delayed or terminated flight and you need to stay somewhere. It's also good to note that it isn't necessary to bring small USD/CAD bills when traveling. It is recommended that you bring new bills, however.

Also, it is a good idea to have emergency contact information for a person in Thailand, the American Consulate in Chiang Mai and a contact person from home. Also include: insurance cards, copies of your passport (in every bag), driver's license, international driver's permit and vaccination card.

When packing, make sure to include at least one change of clothes in your carry-on. You might also want to include chargers for any electronics you are bringing and a small bag of personal care items. If your luggage is lost during traveling it is important to be prepared with items in your carry on to hold you over until your luggage arrives.

On the day of your departure, leave for the airport early. It is a good rule to arrive at the airport for an international flight three hours early. Check your luggage and confirm all flights with the attendant. Once that has been done, the only other important thing to note is to **RELAX**. Read a book, journal, sleep or walk around the airport. Just make sure to arrive at your gate on time!

Be Sure To:

- Check with your airline carrier for a complete list of restricted items, maximum bottle size, maximum number of checked-in luggage, maximum luggage size, maximum luggage weight (usually 50lbs.) and additional instructions.
 - For carry-on luggage, ALL liquids, pastes, gels, need to fit into ONE quart-size bag.
 - When packing the quart-size bag it needs to be easily accessible, as it will be X-rayed and repacked. Currently, no bottle should contain over 3oz of liquids, pastes or gels.
 - Any restricted items not contained within the quart-size bag or over the maximum size will be thrown away. At high altitude liquids expand so a filled bottle to the top will leak.
- Always carry prescriptions in your carry-on. In the event your checked luggage is lost or delayed you will want to ensure that your medication arrived.
- Traveling from EST to Thailand is approximately 24 hours. The time difference between EST and Thailand is 11/12 hours (changes with daylight saving time).

Packing List

Packing for an extended period of time is much different than packing for a few weeks. Hopefully this will be able to help you organize your packing in order to not to pack unnecessary things. Thailand has much of what you need while here. You can get most of your hygiene items while here.

Pack ONE of the following: These items are available to purchase in Thailand. However, because you might not be able to get to the store immediately pack one of each.

- Shampoo and conditioner
- Toothpaste and tooth brushes



- Soap, lotion, baby powder
- Hair spray, hair gel
- Contact solution
- Bug spray and sunscreen

Things NOT readily available in Thailand:

- Ladies Products
- Face wash- it is extremely difficult to find it without whitening cream
- Prescription medication, look into getting a prescription for your length of stay

Things to bring:

Clothes (You might go through clothes faster than expected. Be prepared with a few extra pairs of underwear, pants, and shirts. V- neck tee shirts (high and modest) are great and versatile.

- Work clothes (shorts need to be knee length or longer, shirts need to have sleeves and be modest)
- Nice clothes- clothes that you like to wear out and about, to the market, to church, to the market. These should be summer clothes (it gets very warm here)
- Good shoes- sandals are good, but also bring a pair of work shoes, and a pair of flats for running around town, playing with the kids outside, etc. Note: You will be taking off and putting on your shoes often. Please bring shoes that are easy to remove and put on.
- Modest, 1-piece bathing suit
- Sweaters/hoodies long pants. It can get chilly here at night during the months of October through February. So, if you will be here then, bring something warm.

Personal Items:

- Snack items from home (especially peanut butter and Nutella)
- Pictures of friends and family (the children love seeing them, too)
- List of addresses to send cards home.
- Sheets (extra long) and pillow cases- (these are provided, but most interns prefer their own). No top sheet is provided.
- Flash light
- Books/Bible/journal, extra pens
- Camera/computer
- Movies-- the kids love watching them too. Make sure they are kid appropriate.
- Wash cloth/ towels
- Plastic sandwich bags (these can be purchased in Thailand. Just have a few to organize once you are here)
- If you have a hobby like drawing or guitar, bring what you need
- Water bottle
- Umbrella/ rain jacket

Arrival

General

Thailand is a beautiful and exotic country. The people are warm and the children are wonderful and engaging. However, Thailand can be very different from North America and other Asian countries. Remember you are here to be a blessing to *Remember Nhu* and these people. That means you need to be culturally sensitive to the people of Thailand and the community living in the homes from the minute you arrive.

Behavior Guidelines at a *Remember Nhu* Home

Remember Nhu welcomes the opportunity to host national and international visitors. We require a very high standard of conduct from all visitors in order to protect the children and maintain a nurturing, safe, and happy family environment for the children and staff. All *R-Nhu* staff members are trained regarding our Child Protection Policies and understand the issues pertaining to the children in their country. *R-Nhu* staff educate the children on the importance of personal safety and space. In particular, we work hard to educate children about the dangers of locals and foreigners looking to exploit children. You have a role to play in the protection and well-being of the children and staff. Please read carefully the behavioral guidelines you are expected to follow while visiting our Children's Homes. Thank you in advance for your cooperation.

- You may **NEVER** be alone with a child.
- Respect the local culture. Advice can be found in the “Cultural Tips” Handout and you will learn more at Boot Camp. However, please review the following reminders:
 - CLOTHING: Women's clothing needs to cover your shoulders, stomach, and below the knees.
 - AFFECTION: Be particularly aware of physical contact between men & women. Displays of affection between genders are not acceptable. Please be very aware of hugs, hand-holding, and physical touch with the children in our homes (redirect them to an appropriate activity i.e. volleyball, chase, soccer etc.). We want them to know they are loved, but we do not want to push our Western culture onto them when it comes to physical contact. Please be extremely respectful particularly between men/girl interactions.
 - FAVORS: Most Thais will do anything for you, to their own or *R-Nhu*'s detriment. They will very unlikely say no to a favor you ask. Please avoid taking advantage of this. We request that you do not ask the children or *R-Nhu* staff to wait on you.
- Direct any discipline matters to house parents or help staff. You may never discipline a child. Avoid inappropriate attention-seeking behavior, such as tantrums or crushes.
- For all electronic imaging, communication and transmissions (Including Facebook, Twitter, Blogs, Picture Sharing etc...) you must reference the location, photos of people and all other references as “Asia or Thailand.” Do not reference the words H.E.L.P. Thailand without approval. **NEVER** mention the names of specific children in our homes. This is for the protection of our children and *R-Nhu*.
- Give the children their right to personal privacy; consider how it may be to have people visiting their homes, especially given the nature of why the children are placed in our homes.
- Be extremely sensitive and tactful regarding a child's personal story, background, or reason why they are involved in an *R-Nhu* home. Please do not ask them directly about their past. Let them bring it up if they wish, when it applies, and in an appropriate setting.

- You must have a staff member approve and be accompanied by a staff member for any visit to the children's rooms. In general these areas of the house should not be visited.
- Visitors are asked to leave the Children's Home promptly at **7:30 PM** on school days, even if the children or house parents ask you to stay (even for homework). This will allow our children have appropriate time to complete their homework and keep their established evening routines.
- Turn off lights and fans when not being used. Not to do so wastes electricity and *R-Nhu* pays for it in the electric bill.
- Do not discuss the Children's Home with the community or church members in the city of the Children's Home.
- If you smoke, please do so off premises from our Children's Homes. Smoking in Asia has a different connotation than that of other countries. Smoking will negatively affect our children.
- Do not drink alcohol on *R-Nhu* property. This will negatively affect our children.
- Allow the children to get accustomed to you before taking their picture and/or a video. It is advisable to not let the children use or play with your camera. Entire trip photos have been deleted accidentally because they do not know how to read the English words on your camera.
- If you desire to have contact beyond your visit, you may communicate with the whole home, not an individual child. Please discuss this with *R-Nhu* staff before sending anything.
- If you would like to pass a gift on to a child or staff member, please give it to the House Parents or staff for them to distribute it appropriately.
- If, during your visit, you have any concerns about *R-Nhu's* staff, policies, or organization, we ask that you communicate those openly to the appropriate parties. Our staff members and leaders hold an open door policy; particularly about anything that would affect our children's best interests. We ask that if you have any concerns, you will deal with them maturely. Please always avoid spreading gossip, making damaging negative remarks, or inappropriately conversing with someone regarding our organization and its members.

Thank you for your complying with *Remember Nhu's* Behavior Guidelines.

Thai Culture

Guidelines

Greeting – The standard Thai greeting is by bowing (they call “wai”). Place hands palm-to-palm and raise them to the face almost level with your mouth or chin. Slightly bow your head. You should always wai first to someone older than you or someone in authority. If the person is older, address them as “Pii”. When younger children wai to you, a smile or nod is sufficient acknowledgement, you are not required to wai back to them.

“Face” – The concept of “face” is extremely important in Thai Culture. “Saving face” is the idea of keeping one’s self-respect and dignity. Thai people will go to great lengths to ensure that, as much as possible, neither you nor they will lose “face.” Culturally, people will rarely confront you even if you have offended them, and great care should be taken to avoid shaming a Thai friend.

Head – Thais consider the head the most honorable part of the body. It is insulting to touch a person’s head, to reach over their head, or point at a person’s face. If you accidentally forget and do so, politely say “excuse me” and apologize. In the children’s home, it is OK to play with the children’s hair and/or pat them on the head. Just be aware that children new to our home might not be OK with this endearment.

FEET—The foot is considered to be “dirty.” Never point your foot or show the bottom of your feet. Pointing the bottom of your foot at someone is considered rude. Do not move things with your feet. **NEVER** step over someone who is sitting on the floor/ground (our children are often playing on the floor or steps, step around them or say “excuse me” instead). Sit with your legs crossed when you are on the floor. Always remove your shoes before entering a house.

Displays of Affection – Handholding between a man and a woman is acceptable, but no other public displays of affection are appropriate in Thai culture. However, you will often see members of the same sex holding hands. This usually does not imply a homosexual relationship, but is rather a sign of friendship.

Eye Contact - Try to avoid making eye contact with persons of the opposite sex. This is considered flirtatious and you may give off signals you are not intending.

Physical Contact – Be particularly aware of physical contact between men & women. Displays of affection between genders are not acceptable, as discussed above. Please be very aware of hugs, handholding, and physical touch with the children in our homes. We want them to know they are loved, but we do not want to push our Western culture onto them when it comes to physical contact. Please be extremely respectful particularly between men/girl interactions.

Monks – Buddhist monks are forbidden to touch or be touched by a woman, or accept anything from women. If a woman has to give something to a monk, she should first hand it to a man, who can present it. Women should not sit next to a monk (ex. on a bus).

Politics – The Thai people have a deep respect for their government, and especially the Royal Family. You need to show respect for the King, Queen, and members of the royal family. A negative comment (even by a tourist) can result in imprisonment, fines, public uprising or death. If you are asked about any of our government officials, it is best to reply, “I am sure _____ is doing the best that he/she can do.” Be careful not to step on money because it has the King’s image/head on it and it would be considered very disrespectful. Do not bring or wear solid colors of red or yellow. These colors identify political parties and could pose you a problem during times of political tension.

National Anthem: The national anthem is played in the mornings and evenings at government buildings, public buildings, in parks, and on university campuses. If you hear the anthem, everyone stops and stands still and at attention in respect.

Religion – Thailand is a predominantly Buddhist nation with over 94% of the population professing to be Buddhist. Since Buddhism is the national religion in Thailand, all Buddha images regardless of size or condition are regarded as sacred objects. Never argue with people about Buddhism or say anything negative, as it will likely only create resentment. Furthermore, showing disrespect to Buddhism and other religions is against the law and could cause you to be deported.

Bargaining/Bartering - At tourist markets, it is expected for the buyer to barter with the seller. Once a price is agreed upon you must purchase the item. Bargaining is not done in department stores, up-scale boutiques, or with food vendors. When requesting taxi/tuk-tuk/songtao rides, it is best to agree on the price before you accept the ride.

Beggars - You may be confronted with beggars (including children) selling items in public. Masters will purposefully maim, beat and abuse them. To give money fosters this injustice. An alternative is to give them a healthy granola bar/other type of snack. You may bring these items in your checked in bags or purchase overseas. Nine times of ten, children are very eager and very happy to receive food. It may be the only food they eat that day.



“Shocking” Questions – Thai people love to ask foreigners questions about their lives, and some of the questions they bring up may seem to be nosy and can be quite shocking to Westerners who more used to protecting their personal privacy. Questions like “Where are you going?” or “Where have you been” are more of a general greeting and do not demand a detailed explanation. Other more prying questions such as, “Why are you so fat?” “Why are you not married yet” or “How much money do you make” are relatively normal and not considered nosy or impolite. A straightforward answer is not always expected and you can make a joke out of it.

Manners – To call a taxi, or signal someone to come over to you, motion them with palm down hand waving. Do not use your index finger to call someone or motion him or her over with palm up. This is considered rude. Do not use your index finger to point somewhere or at somebody. Be aware of the volume of your voice, and refrain from shouting. Try to sit at the same level as others. Thais are very aware of the level of their head, as it is rude to have your head above someone of higher status than you. If someone is seated when you enter a room, it is desirable to be seated as soon as possible.

Eating – Thai people mainly eat with their spoons. They use a fork to push food onto their spoon, and will almost never put a fork in their mouth as it is considered impolite. The idea is similar to a Westerner putting their knife in their mouth.

Social Code – Thais place great emphasis on politeness and respect for elders and those in authority. From an early age, they are taught to respect superiors, parents, teachers, and the elderly. Deference, avoidance of conflict, and a desire to please people are all hallmarks of the Thai character.

Generosity – Generosity is a sign of an important person. Don’t be stingy. Thai people are very community oriented and expect to share everything. Young children will likely share their snacks and toys with you, and they generally expect you to do the same. Be a cheerful giver.

Helping Others – Help should not be offered verbally. If you see someone could use help – go help him or her. Typically if you ask them if they need help, they will not allow you to help them because they want to be considerate and not a bother to you.

Daily Life

As interns, life is ever-changing, but life for the children is pretty routine. Know that your role might change from day-to-day. Be flexible. Remember that you are here to serve *R-Nhu* and the children in the homes.

Daily Schedule

Meal Schedule:

- Weekdays:
Breakfast at 6:30 a.m., Lunch at noon, Dinner at 6:00 p.m.
- Weekends and School Breaks/Holidays:
Breakfast at 8:00 a.m., Lunch at noon, Dinner at 6:00 p.m.

Morning Routine: During the week the children wake up anywhere between 4:00 to 5:00 a.m. Before breakfast they participate in a group devotional time, work on their chores, and get ready for school. Chores: The children each have a weekly chore rotation. Chores are done in the morning and late afternoon.

Night Quiet Time: In general, the younger children start preparing for bed around 8:00 p.m. If you are showering in the evenings, please try to be finished upstairs by then and respect the children's evening routines.

School: During weekdays M-F, the children leave for school in the morning around 7:00 a.m. and arrive home around 4:30 p.m.

Weekends: Weekends are filled with playtime, reading, naps, movies, and homework. Feel free to do an activity with the children, or plan a skit/dance to share at church on Sunday.

Church: Church is held at one of the homes on Sunday morning at 10:00 a.m. And you will be encouraged to worship at one of the English speaking churches in town.

Roles and Responsibilities

Not every intern will be required for each role, but know that there are different aspects of life at *R-Nhu* and you might be encouraged to participate in one or more of the following during your time here.

Working on the Land- Working on the land could mean anything from weeding gardens, pouring concrete or planting flowers. It's a great time to be with other interns while meeting the physical needs of the *Remember Nhu* homes.

Bead Ministry- Many of the children enjoy making jewelry. These pieces get sent to the U.S. to be sold. If crafting is something you enjoy, talk to the staff about getting involved with either this ministry or talk about creating your own based on your own skills.

Card Ministry- In the same way that many of the girls make jewelry, they also make handmade cards to sell in the U.S. at fundraisers and other places for *Remember Nhu*.

Children Time- This is a given for all interns and one of the biggest blessings of the ministry. This is where there isn't anything specific planned, but there is time just to play, laugh and spend time with the children.

Outdoor Games- Many interns are gifted in a particular sport. The children love spending time outside and playing outdoor games. If you are passionate about that, contact a Remember Nhu staff member about bringing any necessary equipment with you.

Singing/ Dancing/Music Lessons- Many of the children love singing, dancing and playing musical instruments. If you are gifted in these areas, consider teaching the children while you are here.

English Teaching- English is important for the children to learn in order to get good jobs and/or advance to university after high school. If you have a gift for teaching, this is a vital opportunity to help the children grow academically.

Cooking/House Parent Help- There are times when it will be a blessing to help the house parents and staff with activities at the home. Whether this is cleaning storage, or helping with meal times. Do not wait to be asked, look for places to help.

Administrative Needs- There will be times when the R-Nhu staff will need help with paper work and administrative tasks. If this is one of your strengths, look for ways to get plugged in with one of the staff members.

Vocational Training- If you have skills with sewing, crafts, cooking, carpentry or something else, we would love to use your skills. The children would love to be able to learn new skills and gain knowledge in what you are talented in.

Expectations

R-Nhu is a community that fosters growth and safety for at risk children by providing them with a healthy physical, emotional and spiritual environment. As such, it is important to realize that there are certain expectations for R-Nhu interns for duration of their stay.

General

Here are some general guidelines while living at *Remember Nhu*. These are to help the homes run smoothly and efficiently:

- **Lights, Fans, Doors:** You can help take care of the property by turning off lights/fans and closing doors when you are the last to leave a room.
- **Laundry:** Most of the children wash their own laundry by hand. The Children's Home in Thailand does have a washer/spinner on the back porch near the kitchen. Please ask someone living in the Home to assist you if you choose to use it. To dry your clothes, all laundry is hung on clothes lines behind the Home.
- **Toilets:** All tissue paper and feminine products must be put into the wastebasket, not down the toilet. Our septic systems are not designed to hold these items. This is the same throughout Thailand.
- **Drinking water:** Use only bottled water or safe water provided at restaurants. When on R-Nhu property there will always be water coolers with clean water available.
- **Brushing teeth:** Use your own discretion whether you use sink or bottled water. Our running water is from wells that are deep in the ground on our property. But, the water makes some people sick.

- **Clean up:** Please pick up your possessions at the end of the day. In general this is a safe environment, but it's not a good idea to leave your personal belongings (particularly computers and electronics) in the open with children often playing in common areas.
- **Cleanliness/Organization:** Because you are living in relatively close accommodations, please respect others around you, keeping your space clean and organized (this will also help prevent/reduce potential insect concerns).
- **Transportation:** When possible, find your own transportation. House parents or *R-Nhu* Staff can pick you up or drop you off in town if they are going your way – however please be ready promptly. Please be respectful of everyone's time, work schedules, and need for personal/family time. Please do not ask for a ride outside of *R-Nhu* Staff already scheduled trips.
- **Requests/Service:** Most Thais will do anything for you, to their own or *R-Nhu*'s detriment. They are very unlikely to say no to a favor you ask. Please avoid taking advantage of this. We request that you do not ask the children or *R-Nhu* staff to wait on you.

Concerns: If you have any concerns about Remember Nhu's Staff, policies, or organization, PLEASE, communicate those openly to the appropriate parties. Our staff members and leaders hold an open door policy, particularly about anything that would affect our children's best interests. We ask that you handle any concerns you have about R-Nhu with maturity, prayerful consideration, personal reflections, discernment, and discretion. "Do everything as far as it depends on you to keep the unity of The Spirit." Always avoid spreading gossip, making damaging negative remarks, or inappropriately conversing with someone regarding our organization and its members.

Remember Nhu Intern Prayer-Covenant

Part A: R-Nhu's General Expectations

Do Everything in Love- *John 13: 34- 35* “A new command I give you: Love one another. As I have loved you, so you must love one another. By this all will know that you are my disciples, if you love one another.” I will be living, working and worshipping together with other broken people. Sometimes it will be difficult, but I will remember that I am not here only to love the children, but also to love the house parents, the staff and the other interns. **Do Everything in Love. Let everything I do be a reflection of Christ's love poured out on my life.**

Cultivate Respect, Joy, and Gratitude- *1 Thessalonians 5.12-15* “...respect those who labor among you, and have charge of you in the Lord and admonish you; esteem them very highly in love because of their work. Be at peace among yourselves. ...See that none of you repays evil for evil, but always seek to do good to one another and to all....Rejoice always, give thanks in all circumstances; for this is the will of God in Christ Jesus for you.” Being here and serving is a privilege. I am grateful for this opportunity. I am here to serve and God has put me within the R-Nhu family for this season. Therefore, I will respect those who have charge of me; behave and dress appropriately; and be sensitive to cultural traditions. I will behave in ways that honor God and are a credit to R-Nhu. **Let me always respect those laboring with me and seek to do good to all.**

Embrace a Servant Attitude- *Philippians 2: 14-15* “Do everything without complaining or arguing so that you may become blameless and pure, children of God without fault in a crooked and depraved generation, in which you shine like stars in the universe.” I know that there will be challenging days, days when I don't like what I am doing, perhaps even days when I want to leave. Then, I will remember that this isn't about me. It's about participating with God in *missio dei*. It's about advancing God's kingdom. It's about being a servant of God. **Let everything I do be done with a servant heart and a joyful attitude for the glory of God.**

Build up God's Community- *Ephesians 4: 2-5* “Be completely humble and gentle; be patient, bearing with one another in love, making every effort to keep the unity of the Spirit through the bond of peace. There is one body and one Spirit, ...one Lord, one faith, one baptism. ...speaking the truth in love, I must grow up in every way into him who is the head, into Christ, from whom the whole body, joined and knit together by every ligament with which it is equipped, as each part is working properly, promotes the body's growth in building itself up in love.” Together, we are the Body of Christ. I will seek to build up the Body of Christ. I seek to be humble and gentle, patient and loving. I will not damage the Body through negative speech or belittling; through selfishness, pride, or greed. If I have a conflict with someone, I will handle it in a faithful, loving, biblical manner in order to restore the relationship. **Let everything I do be an instrument of God's peace that up-builds the Body of Christ.**

Be a Responsible Citizen with the Saints- *Ephesians 2:19* “So then you are no longer strangers and aliens, but you are citizens with the saints and also members of the household of God, built upon the foundation of the apostles and prophets, with Christ Jesus himself as the cornerstone. In Him the whole structure is joined together and grows into a holy temple in the Lord; in whom you also are built together spiritually into a dwelling place for God.” In order to do my job to the best of my ability, I will abide by the following guidelines to help the R-Nhu staff:

- **Curfew-** I will be back to the homes by 9:30 P.M. if at all possible. If for some reason I wish to be out later I will make arrangements before I leave, or I will call the house parents, and/or a R-Nhu staff member, to inform them when I will be home.
- **Living Space-** I will keep my living space clean and organized to facilitate living with others. I will take part in daily activities in the home, such as cleaning, to ensure the intern living space reflects my respect for R-Nhu.

- **Motos-** These are a privilege. In order to ensure my safety I was ALWAYS: make sure that I have my cell phone, tell people where I am going, and when I will be back, wear my helmet, obey all the traffic laws, and carry my license with me. *I will never ride with a passenger on my bike.* I will make sure that the bikes stay in good condition- that means routine oil changes, washes, and engine upkeep. I understand that if I do NOT follow these rules, I can lose my privilege to ride a bike or be sent home.
- **Drinking-** *R-Nhu* is not against drinking alcohol responsibly. However, because I do not want to be a stumbling block for others (Romans 14), I will not bring alcohol onto *R-Nhu* property; drink with or around *R-Nhu* indigenous staff or children, or at any *R-Nhu* events.
- **Communication-** It is vital to communicate with the *R-Nhu* staff, other interns, and house parents while here. I will have my cell phone on me at all times. Also, when I am going somewhere I will inform the house parents and *R-Nhu* staff to make sure that everyone knows that I am alive and well. **Let everything I do be a demonstration of maturity in faith, wisdom in choices, and care for others.**

I will do everything in love, remembering who and whose I am.

I have read the above prayer-covenant and I prayerfully agree to abide to its guidelines while with *Remember Nhu*.

Signature of Intern

Date

Signature of R-Nhu Representative

Date

Part B: Volunteer's Personal Goals and Objectives

Each *R-Nhu* Volunteer develops Part B of the Prayer-Covenant during Boot Camp. You will create a set of 2-3 goals that will shape your experience and help you process your experience. These will be discussed at Boot Camp. Interns will also review their goals and objectives periodically with the In-country Intern Director (in 2014-2015 the Thailand Intern Director is Laura Heikkila).

As your time of service progresses, your goals may be accomplished and new goals will be developed. Your goals may evolve and change as you grow, and learn, and understand your calling more fully. You may decide that God is calling you in a new direction and decide to revise or drop a goal and commit to a new one.

The point of having goals is not to restrict, or confine you. Rather, we hope that having concrete goals will help you stay focused during difficult times and encourage you by highlighting the progress you are making during your time with *R-Nhu*.

1.

2.

3.

I have prayerfully considered these goals and objectives and I will seek to fulfill them faithfully during my time as an intern with *R-Nhu*.

Signature of Intern

Date

Signature of R-Nhu Representative

Date

Appendices

1. Support Letter ‘A’

Dear Friends,

I am so excited to tell you about an amazing opportunity. God is leading me toward long-term missions; specifically He gave me a passion to children at risk for sexual slavery their worth in Christ. A few months ago I learned I will be going to SE Asia, in January, for one year to teach with an organization called Remember Nhu.

Remember Nhu works to prevent children from being trafficked, which affects 27 million people globally. In 2003, Carl and Laura Ralston decided to dedicate their lives to help fight against the horrific trade through prevention. The name Remember Nhu was inspired by a young girl who was sold into sexual slavery by her grandmother. She was later rescued and now works with Remember Nhu to help fight against child exploitation.

I am writing this letter because I can't do this alone. There are several ways that you can help with this journey. First, I am asking you to pray that God's will be done in SE Asia, with Remember Nhu, and for the children I will be meeting. Specifically please pray for:

- ❖ Pray for compassion- Matthew 5: 3-5 “Blessed are the poor in spirit, for theirs is the kingdom of heaven. Blessed are those who mourn, for they will be comforted. Blessed are the meek, for they will inherit the earth.” Pray that God teaches me how to live compassionately.
- ❖ Pray for boldness- 1 Timothy 1:7 “For God did not give us a spirit of timidity, but a spirit of power (boldness), of love, and of self- discipline.” Pray that I remember in all aspects of this trip to pray boldly, love boldly, and serve boldly.
- ❖ Pray for safety- Psalm 91:1 “I will say of the Lord, ‘He is my refuge and my fortress, my God, in whom I trust.’” Pray that this trip is covered in a blanket of safety and provision.

Secondly, you can help by passing this letter along. Let your friends and family know about human trafficking. Invite them to help me on this journey, ask them to participate in this journey with me. I would love to talk with anyone about my passion and this amazing opportunity. Let the community of Christ come together. Would you prayerfully consider partnering with me on this adventure through prayer and/or financial support? I need to raise \$15,000 for my training, travel, and living expenses. Please, send your giving to:

Remember Nhu
P.O. Box 27000
Akron, OH 44319

Please include a separate note (not on the memo line) with your tax-deductible gifts indicating my name. Remember Nhu is a registered 501(C)3 so your gifts are tax-deductible.

Thank- you so much for learning about these kids and about this journey I will be going on this next year.

In His Strength,

Erica Powell

2. Support Letter ‘B’

Hello friends and family!

I’m writing to let you know of a great opportunity I have to go serve and learn overseas. As you may know, I’m a student at Ambrose University College, and part of my Intercultural Studies program requirements is that I do a cross-cultural internship for eight months. This internship is called on site and it combines academic learning with ministry and service to the people in the country I’ll be in. I’m excited to be going to Chiang Mai, Thailand where I will be working with *Remember Nhu*, an organization birthed out of the C&MA that helps to prevent child sex trafficking by taking in girls aged 5 to 18 who are at risk of being sold.

I will be studying the language, culture and history of Thailand during my internship, and with *Remember Nhu* I will be assisting with Sunday school, church sermons, Bible studies, teaching English to the girls, working on the land, helping the local missionaries, and being a mentor as I live and interact with daughters who need to be shown their Father’s love. While I’m really looking forward to all of this, I’m also aware of how much I will need God to work in me and through me. I’m hoping to learn how to fully rely on God for his provision, protection, and guidance. I want to become a bold ambassador for God’s Kingdom in the country that is full of beauty and devotion as well as political tension and corruption. My hope is that God can use me to help, love, and make a difference in the lives of the girls while also impacting people who believe that being Thai is synonymous with being Buddhist.

Part of the reason I’m writing you is because you have been an encouragement and support in my life. Would you be willing to support me during my onSite experience? First of all, I would really appreciate and count on your prayers for me. I know how important daily prayers will be in assisting me during my eight months away. Please pray that I will be able to build strong relationships with the workers and girls I will be ministering to, that I will be teachable and listening to God’s voice, that God’s presence will be strongly felt in the ministry so that hearts will be opened, that God will provide for my needs, and that I will boldly, faithfully, and joyfully put my whole self into the work God is preparing for me in Thailand.

Secondly, would you consider supporting me financially? I will need finances to cover my airfare and living expenses while in Thailand, and so I need to raise approximately \$11,000 for the eight months. If God lays it on your heart to be involved in this way, please see the enclosed support form for different ways of giving. (Donations to my onSite account are tax-deductible.)

I am looking forward to what God has in store for me, and would love to have you journey with me. I will be blogging during my trip at kauraleainthailand@wordpress.com. I will also be sending periodical email updates, so please let me know if you’d like to receive those by sending me an email at _____ . Thank you so much for considering partnering with me in this!

Your sister in Christ,
Kaura-lea

3. Costs to “Outfit” One *Remember Nhu* Child

School Fees \$100
School Uniforms \$60
School Lunches \$120
Snacks \$80
Books \$40
Shoes \$10
Clothes & Misc \$100
Bunk Bed \$400
Bed Linens \$50
Blanket & Pillow \$40

Total \$1,000 to "Outfit a Child"

4. Sample Budget

| | |
|--|--------------------|
| Flight | _____ |
| Passport/Visa | _____ |
| Vaccinations & Health | _____ |
| Prayer Cards (approx. \$100 for 200) | _____ |
| Health Insurance (approx. \$400 for 9 months) | _____ |
| Room & Board (monthly cost X ____ months) | _____ |
| Transportation in-country | _____ |
| Banking Fees (\$100 is standard) | _____ |
| Food (besides room & board \$500 is standard) | _____ |
| Administration/Communication (\$500 is standard) | _____ |
| Miscellaneous (\$200 is standard) | _____ <u>\$200</u> |
| Emergency (\$500 is required) | _____ <u>\$500</u> |
| Ministry Gift (\$250 is standard) | _____ <u>\$250</u> |
| Other | _____ |
| TOTAL | _____ |

5. Check List

Not all these are required, just steps to think about while planning for your trip to Thailand.

As soon as you have been accepted:

- Calculate total cost of trip (see additional resources)
- Create a budget
- Start networking
- Create support letter, prayer card and contact list
- Approve dates with *Remember Nhu*
- Contact local church about support

Three months before going:

- Obtain your motorcycle license
- Register for and begin TEFLOnline.com course (Basic or Educator Certificate)
- Apply for your passport/ renew if necessary
- Arrange for prescriptions for trip
- Purchase plane ticket
- Look into health insurance
- Create a blog for supporters

Two months before going:

- Have a 'check-up' with your physician
- Have a 'check-up' with your dentist
- Book an appointment for all necessary vaccinations
- Look into international health insurance
- 6 weeks before send your passport to Portland for visa

One month before going:

- Obtain your international drivers permit
- Verify luggage requirements with your airline
- Verify tickets and airports
- Buy gifts for hosts (5 small gifts)
- Purchase travel items