

Restoration Gateway General Handbook for Short – Term Teams



INTRODUCTION

Welcome to the Restoration Gateway (RG) family. If you are reading this handbook you are probably called to join this family or praying about joining this family. As with all families, there are spoken and unspoken policies that should help each family member grow in God's grace and help the whole family effectively serve the Lord. The handbook is a work in progress designed to outline some of the spoken policies that guide us here. The overarching policy is to love the Lord your God with all your heart, soul, mind and strength and your neighbor as yourself. Each family member is encouraged to actively seek to hear God's voice and passionately develop a personal relationship with Him by becoming obedient to all He says completely, cheerfully and quickly. Our God is not a God of confusion or conflict, and we must work and pray together to understand God's heart on every issue. Love covers a multitude of sins, and truth spoken in love will quickly cancel every assignment the enemy will design against us.

Our motto is "Preparing the Way of the Lord". We should actively seek to do this in all aspects of our own lives, the lives of our teammates (young and old), and in the lives of all those we have come to serve.

Restoration Gateway is a God-given vision to help restore righteousness in every domain of northern Ugandan society by building a community centered around God's Word with a Bible/mission training school, a hospital and dental center, an orphan school and homes, a large tabernacle auditorium, a children's camp, a pastor's retreat, a resort and agricultural/fishery demonstration farms. There are presently 500 acres on the bank of the Nile River at Bedmot Village, near Karuma Falls in Kiryandongo District which was nothing but remote grassland when the project physically started in 2007. Because of the tremendous favor of God, the efforts from many from around the world, and the efforts of many Ugandans, the project is progressing at a rapid rate. Many are now seeking to help us as long and short term team members.

We are very excited that you desire to be a part of what God is doing at and through Restoration Gateway, and we want to fully support you in this endeavor. We want you to be well informed of the conditions as well as the opportunities at RG. While things are rapidly changing, we are still located in the "bush of Africa" and the work here can be considered pioneer missions. Thus, sacrifice of amenities and creature comforts must be a part of every call to RG. Ministering here is both enjoyable and exciting.....but fraught with challenges. So don't fail to count the cost, but let us quickly add that the rewards far outweigh the challenges for those of us who call this home. Qualities you can expect God to develop in you here are patience, flexibility, endurance, self-control, contentment in whatever circumstance, and gratitude for the simple things of life.

RG has been and continues to be financed by donations from individuals, churches, businesses and foundations that embrace the vision of RG. Faithful and effective stewardship of all the donations is a core value for RG. Due to both the extent and early stage of the project, team members are expected to make provision for ALL of their own expenses so that donor's contributions can be allocated to those things that benefit the restoration of northern Uganda and Ugandans. In obedience to God's assignment, the building of the vision is already making us a gateway through which many ministries will bring the Kingdom of God and His righteousness to bear in this devastated part of the world.

The following is information to help you be better prepared for your arrival at RG. In all of this be prepared for things to change without notice and when you least expect it. Rest in the Lord and know that He is in control, even when you are not. Any concerns or questions should be discussed with the Lord and possibly RG leadership immediately.

Team Vision

Most of this handbook is focused on practical information. However, a mission trip is a mission trip because it involves a vision to serve God. As a team leader, team member, or even a team of one, we encourage you to pursue much more than just the practicals of getting to Uganda. Start big—get a vision for missions, a vision for service to the nations, then move into getting information about Uganda and Restoration Gateway.

There are many resources for getting vision in these areas. Of course, before anything else, you will want to listen to the Lord and let him give you vision about the nations and this trip in particular. A couple of books on missions which we recommend are Let the Nations Be Glad and Eternity in their Hearts. Basic resources about Uganda and its culture abound on the internet; Christian resources include Operation World and Window on the World: Prayer Atlas. Both the Invisible Children documentary and An Unconventional War (part of the Transformations video series by George Otis, Jr.) give invaluable information about northern Uganda's recent history. (Be assured, however, that the conditions in these documentaries have been replaced with physical peace.) All of these resources can be purchased online. An excellent article specifically about Restoration Gateway was published this year in Waco Today at this link <http://www.wacotrib.com/wacotoday/Waco-missionaries-restoring-life-in-Uganda-one-brick-at-a-time.html>. The RG website is also a source of useful information.

General Info

Local Time: Local time in Uganda may be accessed from many different web sites. The following time differences may be of help. Uganda does NOT observe Daylight Savings Time.

<u>USA Time Zone</u>	<u>Uganda, During Std. Time</u>	<u>Uganda, During DST</u>
Eastern Standard Time	7 Hours (ahead)	8 hours (ahead)
Central Standard Time	8 Hours	9 hours
Mountain Standard Time	9 Hours	10 hours
Pacific Coast Time	10 Hours	11 hours

Weather: RG is at about 3300 ft in elevation and just north of the equator. The weather is very reasonable. The hottest time of the year is in January/February, and it may rise to the 90's in the day and down into the 70's at night. The rest of the year the days are usually in the 80's and the nights in the low 70's or high 60's. So bring a sweater or sweatshirt. There are two rainy seasons typically from mid-March to late May and again from October to early December. The rains generally come in the afternoon and go into the night during the rainy season. It will be extremely muddy during these times.

Clothing: While in Uganda modesty must be maintained at all times. Women should never wear shorts in Uganda for cultural reasons. Long pants, Capri pants and mid-calf skirts are acceptable. No low-cut shirts, cut-off tops, sleeveless shirts, or spaghetti straps are allowed. Bermuda shorts or pants are appropriate for men. Jeans are permissible for both men and women. Long pajamas, sweatpants and/or sweatshirts may be needed at night. Plastic sandals, Crocs, hiking shoes or tennis shoes are suggested. Good all-weather walking shoes and rain ponchos are very useful during the rainy season.

Electricity: The standard electrical current for Uganda is 220/240 volt and electrical outlets require a African 3-prong type plug. This means that both a converter (transformer) AND a plug adapter is required for Uganda. If you are not sure what these items are, please inquire before you go, as you will otherwise ruin your electrical items. Some electronics may have a built in transformer that allows either 110/120 or 220/240—check your particular

product to be sure. If it is necessary for you to bring a laptop computer, you should look into an outlet adapter with a built in surge protector. These can be purchased at Radio Shack and similar stores.

RG has very, very limited electricity and even electricity in Kampala is unreliable. Battery operated items and non-rechargeable batteries are a better choice for Uganda. This includes MP3 players, cameras, etc.

Water: Tap water should not be consumed anywhere in Uganda except on the RG premises. This includes not using tap water to brush your teeth, and not allowing ice in your drinks in restaurants (as ice may not be made with bottled water). At RG, the water has been tested and is clean.

Before You Go

Service at RG: There are lots of different ways to serve at RG. For instance, depending on the time you go, there is medical work, evangelism and church planting work, construction, painting murals, mechanical work, anything related to orphan ministry (leading youth programs, counseling kids), teaching at RG's school, tutoring English, video work/photography, leading Bible studies, small group discipleship, etc. If you have other ideas of how you could serve, again, **RG very much encourages people to hear from the Lord about what to do.** The beautiful thing is that this allows you to pull out the strengths and skills of each team member and to incorporate those into your mission trip purpose.

Something to be aware of is that if you are an individual, rather than a team, some of the options above may be limited (such as medical work or construction). For instance, we don't currently have ongoing medical or construction work which one person could join in with; most medical work is being done by teams coming specifically to do medical work. Be creative in thinking of things which you can do on your own ☺.

One thing that everyone going to RG needs to know is that it is fairly remote and isolated. It is a 20 minute walk to a small village just to buy a coke. Anyone going to RG needs to be prepared to "rough it," and able to entertain themselves without even the ability to recharge their iPod or a computer every day.

Once you have a vision from the Lord about what he is calling you to do during your time at RG, then we can work with you in setting up your general itinerary and daily schedule. The type of trip you are taking will determine who at RG works with you as a team point person. Team activities do not have to be limited to one oversight area and may include many varied activities.

Application Fee: A \$50.00 application fee is required to process your application and must be received along with the application. This fee is not refundable.

Application: The first step in the process of heading to RG is to submit an application for your team. For purposes of planning, RG considers even one person to be a team. An application is required so that we can plan and coordinate properly for the dates and the number of people who are coming.

Before you fill out an application, we ask that you read this handbook completely. The handbook is just one piece of the whole picture, but it will give you vital information regarding your trip and what you can expect. After you read this handbook, if you feel that the Lord is confirming the trip for you then the next step is to fill out an application to begin the trip process.

As soon as the office receives your application, we will send you additional helpful information such as a packing list, a preparation checklist, etc. Also, when we receive your application, tentative reservations will be made for transportation and accommodation, based on your estimated dates and number of team members. After you purchase plane tickets, final reservations will be made. Thus it is best get your application to us as early as possible.

Interns: If you are going to RG for longer than six weeks, you are considered an intern and there are additional requirements. Please let the RG office know you fall into this timeframe so we can send you what is required.

Team Meetings: Once your application has been accepted, we encourage teams to have regular meetings in the weeks and months leading up to the trip. The primary purposes of these times are to cast vision, build relationships, support each other in raising finances, sow in prayer, and cover details. It is easy for team leaders to take the details of the trip for granted. You spend hours gathering information, researching flight, etc. As a result you feel very informed, but remember that the rest of the team only knows what you've told them. **BE SURE, FIRST OF ALL, TO SEND THIS HANDBOOK TO EACH OF YOUR PROSPECTIVE TEAM MEMBERS TO READ BEFORE THEY COMMIT TO THE TEAM.** Be sure to also keep your team up to date on other details and information as you make decisions along the way. Sharing as much information about the details of the trip with all team members will make it more enjoyable for everyone and many potential problems will be solved before they begin.

Checklist: Getting a team out the door, whether that team is 20 people or just yourself, is a big job! As part of the application process we will provide you with a trip checklist. Some of these things will be mandatory for RG, some will not, but all are helpful and highly recommended.

Indemnification Agreement: RG requires every team member to sign an indemnification agreement. No one will be allowed to visit RG unless this form is signed. Those aged 17 and under must have a parent sign.

Immunizations: "An ounce of prevention is worth a pound of cure" is the general rule for immunizations. Having said that, the decisions regarding which immunizations you need are highly individualized, based on your medical history, susceptibility to each disease entity, length of stay in the country, and your activities while in the country. These decisions are best made in conjunction with your personal physician. We recommend you look at the CDC travel website for a place to start for immunization recommendations and health information while in Uganda (www.cdc.gov/travel/destination/uganda.aspx). We also highly recommend that team members be up-to-date on their normal shots (tetanus, etc). You should begin getting these immunizations immediately, as many of the required immunizations are difficult to come by (yellow fever) or consist of a series of shots that must be administered a certain amount of time apart (Hepatitis B, Hepatitis A, tetanus).

Malaria Medications: Restoration Gateway is in a high malaria area. We recommend that malaria medication be taken regularly before, during, and after the time you are in Uganda, as required by the specific medication you are taking. Which medication to take is, again, a highly individualized decision, based on your medical history, and should be discussed with your personal physician. This should be done 1-2 months before you leave the US. It is important to remember that malaria medication **MUST BE CONTINUED AFTER YOU RETURN TO THE STATES OR UNTIL THE COMPLETE DOSAGE REQUIREMENTS HAVE BEEN MET. THE MALARIA PROTOZOA TAKES TIME TO DEVELOP, AND IF YOU DISCONTINUE YOUR MALARIA MEDICATION EARLY, YOU ARE AT JUST AS HIGH A RISK AS IF YOU NEVER TOOK IT AT ALL.** In addition to malaria medication, it is helpful to use insect repellent and wearing long sleeves/long pants after dusk. We also recommend you sleep under a mosquito net in Uganda, and they are available at RG for short termers.

RESTORATION GATEWAY ADVISES ALL INDIVIDUALS COMING TO RG TO FOLLOW ALL CDC RECOMMENDATIONS FOR VACCINES AND MALARIA MEDICATIONS. Failure to heed this advice is the responsibility of the individual coming to Uganda.

Medical Insurance: You should have travel health insurance before leaving the States. Some health insurance policies provide this automatically, others do not. You will want to check your personal policy, or purchase additional trip health insurance. Some options are www.aaintl.com or www.imgglobal.com; there are also many other options available to choose from. Insurance needs to be purchased at least 30 days before departure.

Embassy Registration: It is recommended that you register your trip with the US State Department. This can be done on line before you leave the US, and you will receive traveler and citizen alerts from the embassy from time to time. Go to www.travel.state.gov/travel/cis_pa_tw/cis/cis_1051.html and then go to the Smart Traveler Enrollment Program (STEPS) to register with the Embassy.

Driver's Licenses: You can drive legally in Uganda with a valid American driver's license, but remember to do so on the opposite side of the road. Regardless of whether you drive or not, a driver's license is a good form of additional identification and is useful to bring.

Children: RG is an ongoing construction site. It is also located on the very high banks of a swiftly flowing river and is located in the bush of Africa which presents many other potential hazards. Because of this, young children must be constantly supervised for their own safety. Mentally/emotionally handicapped children (or adults) will also need constant supervision. If a team chooses to bring small children, the team must be prepared to provide 24 hour supervision for these individuals. Any team which is considering bringing small or handicapped children (or adults) must make RG aware of this during the application process, so that any additional needs can be thoroughly discussed, and so that the visit to RG can be as satisfying and rewarding as possible. RG can help introduce teams to Ugandan workers who can help supervise children or the disabled, but it will be the responsibility of the legal guardians to decide if and how they want to utilize those we recommend. Teams will need to utilize the RG pay scale to avoid disunity in our work force. RG is not handicapped accessible in these early stages, although we hope to be in the future.

Food allergies/issues: Providing specialized food is very difficult at RG. If a team member requires special food, this needs to be discussed thoroughly when the application is submitted, to ensure that RG will be able to accommodate these needs.

Passport: Each individual will need a valid passport. The expiration date of the passport must be at least 6 months after your arrival date in Uganda. CHECK YOUR PASSPORT EXPIRATION DATE TO MAKE SURE IT COMPLIES WITH THIS, AS THE AIRLINE WILL NOT ALLOW YOU TO BOARD IF THIS REQUIREMENT IS NOT MET. Get a head start on this, as obtaining a new passport can take more than six weeks, unless high fees are paid for expediting or you are able to "walk it through."

Flights: Each short-term team is responsible for making their own flight reservations and payments. You will fly into Entebbe, Uganda (EBB). Especially during the summer months, the earlier you make your ticket reservations, the better price you will get. Three months to six weeks ahead is usually the best time.

Two travel agents who we have used very successfully in the past are David Gladney and Maggie Capell. Their contact emails are: david@sendmeouttravel.com and maggie@raptimusa.com. Please feel free to use any other travel agent of your choice, or even buy tickets online. If you buy tickets online using **multiple carriers**, you will want

to find out ahead of time what the consequences are if one of the airlines is delayed (for example, the second airline may require you to completely re-ticket, rather than simply putting you on a later flight), and you will want to make sure that your bags will be checked all the way through when you check in for the first flight.

Baggage: Most flights to Uganda allow individuals to have one carry-on and two checked suitcases. Please check with your specific airline for number of bags, size and weight limits. Each team member should plan to bring the carry-on and the first checked suitcase for themselves, and allow the second checked suitcase for either RG supplies or team supplies. You will work directly with someone at RG to determine how many of the “second bags” are needed for RG supplies and how many “second bags” are free for your team supplies. All RG supplies will be mailed or brought to you, you will not be asked to go shopping or look for items unless you offer 😊. However, you will need to supply the actual suitcases, which you would then empty and take back to the States.

Traveling to serve at RG qualifies as humanitarian or missionary travel; this can allow you to get a discounted fare and possibly allow each individual to check an additional (3rd) bag for free. The humanitarian fare and the additional bag are separate items; an airline may choose to grant one without giving the other. It is a huge blessing to the RG work and to the long-term RG staff when teams are able to apply for this 3rd bag and bring additional supplies!! If you are willing for your team to try to bring a 3rd bag full of RG supplies, please check that box on the application. Then, remember to ask your travel agent, when **starting** communication with them, if a humanitarian fare, as well as an additional bag, is available for your ticket. If an additional bag is granted, make sure your travel agent lists this on your itinerary, so that it is confirmed before you arrive at the airport.

In order to qualify for the humanitarian fare ticket, you will typically need to carry an affidavit of purpose document provided by the travel agent and completed by you, as well as a confirmation letter from RG (printed on RG letterhead) that describes the type of work and the dates you will be working at RG. When you send us final confirmation of your purchased flight itinerary dates and the team roster, we will send this letter to you.

Currency: The currency is the Ugandan Shilling (UGX) and the rate of exchange is constantly changing. You can find the latest exchange rate at www.oanda.com/currency/converter

The best exchange rate for currency is obtained from new \$100 dollar bills with a series date of 2003 or newer. Older and smaller denomination bills bring a lower exchange rate. You will probably need to contact your bank a week in advance in order to get new \$100 bills. Money may be exchanged at the airport or in Kampala. Traveler’s checks may also be exchanged at the airport or at select places in Kampala, but are more difficult. In addition to \$100 bills, you will also want to bring some smaller bills for situations where you do not want to exchange \$100 all at once, or so that you can pay for things such as lodging, transportation (if you decide to pay in dollars rather than shillings).

There are also ATMs which can be used at the airport, in Kampala and in Gulu (you will most likely only visit Gulu if you are at RG for an extended stay). Using an ATM gets the overall highest exchange rate and doesn’t risk having large lumps of cash stolen, but does generally incur a withdrawal fee from your bank. (None of our short-term teams have had money stolen.) In addition, every ATM card has a set daily limit which may not allow you to withdraw enough at once for a team. Occasionally, it can be a challenge to find an ATM that is working.

Credit and debit cards are not useful in the low-budget places where you will be staying in Uganda, although they may be useful for international airports while in transit. It is useful to know that almost all credit cards charge a foreign currency conversion fee for any purchases made outside the USA.

Please take all these factors into consideration when deciding how to plan for your money. The budget at the end of the handbook will tell you what items must be paid for in dollars, shillings, etc.

Budget: a budget is itemized at the end of the handbook, along with information about payments.

Arriving in Uganda

Visas for Uganda: The following instructions are for US citizens only; non-US citizens traveling to Uganda must check visa requirements for their respective country. US citizens will secure a tourist visa after deplaning in Entebbe, as they go through immigration. On most airlines, you will fill out an immigration application before landing (if not, pick up an application in the immigration area of the airport). After deplaning, you first pass through the immigration area of the airport. Here you will submit your visa application requesting a 3-month single-entry visa for \$50 US (sometimes a six-month multiple-entry visa for \$100 is available). You show the immigration officer your passport (which, remember, must be valid for at least six months past your entry date) and pay the money; the immigration officer will then stamp your passport with a visa. **Visas must be paid for in US dollars cash.**

Your in-country contacts are Janice and Tim McCall, and their address is Restoration Gateway, P.O. Box 828 Karuma, Bedmot Village, Karuma, Kiryandongo District, Uganda, East Africa. You will want to print this information on a Contact Sheet to have with you as you fill out the visa application.

Baggage claim on arrival in Uganda: Baggage claim is done by you after you pass through immigration at the Entebbe airport; luggage is seldom inspected as you pass out of the arrival hall, but this may be changing. We recommend that you mark your bags so that they are easily identifiable by you and not mistaken by others on the luggage carousel. Bags have been lost by others claiming team bags by mistake.

Money Exchange: Before exiting the airport, you will want to either exchange some of your cash dollars or get money from an ATM. The guesthouse can be paid in dollars, so at the minimum (if you are planning to get the bulk of your cash in Kampala), you will want to get enough shillings to cover small items you might need to purchase before leaving the airport, such as bottled water, snacks, etc.

In making your cash exchange plan, even though you might get a slightly better exchange rate in Kampala than at the airport, this must be weighed against the time that exchanging cash will require in Kampala. The number of “errands” that you do in Kampala can significantly affect your total in-country transportation cost, as explained further a few sections down.

Airport Pick Up and Guesthouse: Most flights arrive in Entebbe (the airport) in the afternoon or evening, requiring an overnight stay at a guesthouse in Kampala (the capital) before continuing on to RG. The drive from Entebbe to Kampala is approximately 45 minutes, except during rush hour when it can easily double.

The Green Valley guesthouse which we use in Kampala has free pickup from the airport in Entebbe (the pickup takes you directly from airport to guesthouse, no other stops allowed). Transportation and guesthouse reservations will be arranged in advance by Janice McCall after the team completes the application and acceptance process. The guest house provides breakfast as part of the room cost. Other meals can be ordered and paid for separately (including a travel lunch for the trip to RG). Internet is not provided.

Like most places in Kampala, please expect that at Green Valley you will only have sporadic electricity, and sometimes there will only be cold water. It is clean but very plain. Do not drink the tap water at Green Valley or even use it to brush your teeth. Instead use the bottled water which can be purchased at the front desk.

Team vision note: Getting to most overseas locations takes a full day of travel. The combination of boredom and a lack of sleep can lead to a very bad start if not addressed proactively. As a team, work together at walking in the Spirit even when tired. Be prepared to be flexible. Remember that delays are a very normal occurrence while traveling in the developing world. Encouragements, and thankful words and attitudes, will make a world of difference for any team in these situations.

Transportation to RG: The cost of in-country transportation is significantly affected by the number of people sharing the vehicle, plus the amount of time that the vehicle is used.

The cheapest transportation to RG involves taking a taxi to the Posta bus station where you would then buy your own bus ticket and ride the bus to RG. The bus drops you in Karuma Village where a boda (motorcycle) can be hired to take you the 6 kilometers to RG. This costs about \$35-40 per person, including the taxi. The Posta bus line has been used by people living at RG, the buses play Christian music, the drivers are required to follow traffic laws, and they are not allowed to drive overnight. However, you will probably still need to be either a seasoned traveler or a very bold person to feel comfortable traveling by yourself on the bus to RG! The decision to ride the bus is neither recommended nor not recommended by RG, but must be made by each individual, weighing all considerations.

Privately hired vehicles are available with the following **approximate** costs (inflation can increase these prices at any time): Our main transportation company, ProRide Transportation, rents a bus for 7 people which costs \$250/day, and a 23-person bus costs \$450/day. If these buses are not available, small groups can rent a taxi for 4 passengers for about \$250/day. Rental of private vehicles will be arranged in advance by Janice McCall after the team completes the application and acceptance process.

The same travel costs apply to the return trip from RG to Kampala/Entebbe.

Road conditions in Uganda are difficult at night. For any team not taking advantage of RG's prearranged travel, it is strongly recommended that you not travel at night. Travel from the airport in Entebbe to the guesthouse in Kampala may be necessary when arriving at night, and is safer than other roads.

Errands in Kampala and cost of transport: The drive to RG takes about 4-5 hours. One of ProRide's rules is that the drivers NOT drive past dark, so a one-day rental means that the team leaves early enough from Kampala (or the Entebbe airport) to get to RG and then the driver is able to get back to Kampala before dark. If the team gets to RG too late in the afternoon, the driver will spend the night at RG and return to Kampala in the morning, which requires the team to pay for an additional half day rental of transportation. Therefore the benefit of "errands" in Kampala (such as going to the bank, buying groceries, purchasing medications) must be weighed against the additional costs of transportation. Remember, in Africa there is no amount of excellently coordinated schedule planning which will allow you to "get everything done." **Everything will take much longer than you expect, and you should expect that from the start.**

Arriving at RG

Daily Schedule: You should plan on creating general team schedule before arriving at RG. This can be done with input from your RG team point person (medical trips—Colby Cessnun, church planting and evangelism trips—Jeff Connally, all other teams—Tim and Janice McCall) but will mostly be a schedule created by you. This schedule is simply a starting point for hearing the Lord and responding to Him. Teams should actively listen to the Lord about their daily schedule, both before going and while on-site.

Generally, on the day of your arrival at RG, you will have dinner, along with a tour of campus and an orientation to living at RG. After the orientation, **RG needs individuals and teams to be extremely self-motivated in filling their time while on-campus.** Your RG point person will be available for questions, but may not be with you daily. You should be prepared to implement the schedule which you created above. Team leaders should be able to give daily direction and vision to their teams. Develop a habit of seeking God for how to envision yourself and your team. The best place to start is by allowing Him to re-envision you personally each day.

An additional note about the founders, Tim and Janice McCall: Tim and Janice are the “face” of RG, and meet with many people personally on their frequent trips to the US. Thus, it is easy for people to be disappointed if they don’t have personal time with Tim and Janice while at RG. While the McCalls try to make time for each team, they are simply not able to spend time with each team due to the sheer number of people visiting RG. Also, in order to focus on the work of building RG, the McCalls are not currently doing medical work. Medical work will be headed up by Dr. Colby Cessnun starting in 2012.

Per Diem: The per diem for accommodation, three meals and specific supplies is \$20 USD for those 15 years and older, \$15 USD for those 5 years to 14 years, and \$10 USD for those under 5 years. This includes propane for cooking (but not hot water) and electricity for limited lighting in the orphan homes which are used by some teams. The per diem is not meant to limit anyone coming to RG but is meant to prevent funds donated directly to RG from being used to support team visits to Africa. If this prevents you from coming to RG and God has called you, please discuss it with RG leadership; God has a way of provision.

Housing: African huts, orphan homes, multi-family units, shipping containers, and tents are all used for housing at RG. Plumbing can be indoor or outdoor, depending on the type of accommodation. The accommodation you are assigned depends on availability. We make every effort to see that every short term person has their own bed, pillow, sheets, blanket, and mosquito net and towel. Any of these items you would like to bring, use during your stay and then leave with RG will be greatly appreciated.

Please note: RG does not have always separate accommodations for married couples. Whenever possible, accommodation is made for families with children to be housed as a unit, but this also is not always possible (children may have to stay with one parent or the other).

Meals: The meals at RG are nutritious, but basic and often repetitive. Many foods are being grown on RG land, and the fruit trees that were planted early in 2007 are beginning to bear. If you are staying at RG for an extended stay, you might occasionally take advantage of the restaurants in the larger cities.

Meal Plan: For short-term teams staying less than a six weeks, one meal a day is cooked by a Ugandan cook. All other meals are prepared by the team using a 2-burner propane cooktop stove. RG has established a common meal plan (for both the Ugandan-cooked meals and the team-cooked meals) which make it easy to acquire available foodstuffs at a reasonable price. A sample weekly menu is included at the end of the handbook. The exact meals and meal order are subject to change upon availability. Cooking and eating utensils are provided by RG.

Food Stuffs: RG will purchase all foodstuffs and specific supplies required for your team’s stay unless otherwise directed by you (see the list at the end of the handbook, along with sample meal plan). Additions or alterations to the common meal plan will be at the team’s expense and must be arranged in advance with Janice McCall. The team may also chose to bring meal items from the US which can be easily prepared over a 2-burner cooktop. Examples might include pancake mixes, peanut butter (bread is not always available at RG, but chapatis (similar to tortillas) are), granola bars, or soup mixes—think camping type food items. It is also a good idea to bring some simple recipes which can utilize the food stuffs which are provided. If you purchase or bring ALL your own food stuffs, the per diem

will be reduced \$4/day. You will need to purchase items you forget to bring; there are no stores at RG. Unfortunately, providing only part of your food stuffs will not reduce the per diem cost, as it is not possible for every team to arrange a different per diem (but you can know that your extra per diem is going toward good purposes, such as building more orphan homes ☺).

Off-Campus: It is the responsibility of the Team to make arrangements for all meals when off-campus. This includes traveling to and from RG, should a meal be required during this time. Please notify staff when you plan to be away from RG so that food is not prepared unnecessarily or wasted.

Limited Electricity: RG has very, very limited power. Our primary source of electrical power is solar generated, with a diesel generator that is used on an as-needed basis. The ability of RG to provide electricity to charge personal electronic devices (i.e. computers, iPods, cameras, and phones) is limited. Not everyone on a team can expect to have their electronics recharged every night. Again, short term teams are encouraged to use non-rechargeable batteries and battery operated items. If you are staying less than a month, it is recommended that you bring enough batteries to last throughout your stay. Also be aware that lighting is very limited at night, so a headlight and/or flashlight for each person is recommended. It is dark each night by around 6:30 pm, so be prepared to entertain yourself, or your team, with limited lighting for many hours.

Water:

Off-campus – Teams should be aware that **tap water should not be consumed anywhere away from RG. Use bottled water to brush teeth, and do not allow ice in drinks** (as ice may not be made out of purified water). Each team member will need bottled water from the time you arrive at the airport in Entebbe.

On-campus – At RG, water is tasty, clean, and drinkable right out of the tap. It has been laboratory certified clean and personally tested for years by those living on the land. However, water at RG is costly to provide, because it must be pumped by a generator. Each team member is expected to follow the water usage recommendations set forth by the RG staff.

Showers

- RG has shower facilities.
- Each person is expected to limit his or her shower to a five-minute military style shower (get wet, turn water off, soap up, turn water on, rinse off then turn water off)
- Water is not heated.
- Bring your own toiletries, including soap.

Toilets

- RG has toilets. Follow the maxim “If it’s yellow, let it mellow; if it’s brown, flush it down”.... within reasonable limits.
- Each person should limit their time in the bathrooms in consideration of other team members.

Laundry

- Laundry can be hired out or done yourself. People coming to RG for less than a week should not plan to have laundry done for them—pack accordingly. For those coming longer than a week, RG has someone who can wash laundry for visitors every 4-5 days. This service (plus the soap, laundry pins and clothes lines) is included in your per diem cost. All laundry is done by hand and air-dried. Laundry should not be worn until it is completely dry. In this culture it is not acceptable to ask someone else to do your underwear, so please do that yourself. Also, please let your underwear dry inside, not hanging outside on the line. Soap is available at RG for doing underwear

(or any other clothing that you may want to do personally); however, you are welcome to bring packages of your favorite detergent with you.

Communications: Communication in Uganda can be difficult. RG will be available to help in emergencies when possible. Each team is encouraged to make a determined effort to minimize its communication needs. Remember that RG is in a very remote part of Africa.

Mobile Phone

A Ugandan mobile phone may be available to team leaders if requested. Requests for a team phone must be made to the Restoration Gateway stateside office one month prior to arrival. (A team may also choose to buy one or more phones fairly cheaply for team use.) If available, each team requesting a team phone will be notified of the in-country number for the team phone prior to arrival in-country. The team will pay for the airtime used on the phone. Airtime cards will be available for purchase at RG at the time you receive your team phone. A limited supply of airtime cards are kept on hand, so if you anticipate using a lot of minutes you will want to purchase additional cards in Kampala before arriving at RG (cards are available at kiosks on practically every corner in Kampala, but only small denomination cards are available near RG).

It is recommended that the team phone not be used to make out of country calls, for they are very expensive. If an emergency situation should arise, the team phone may be used to make out of country calls at the team's expense. There is never a charge for incoming calls, whether made from Uganda or the US. Thus, anyone desiring to contact the team from outside the country is able to call the team phone at their own cost (which is also very expensive).

Alternately, if you have an **unlocked** USA phone which accepts SIM cards (typically an AT&T or T-Mobile phone), you might be able to purchase and use a Ugandan SIM card to give you local Ugandan phone service. Remember to bring your phone charger and a plug adapter (most chargers are good for either 110 or 220V electricity, but check your charger to be sure).

Text Messaging

The team phone may have text messaging capabilities. A fee applies when sending outbound text messaging but not for inbound text messages.

Internet

RG has limited access to the internet. Internet access may be available to team leaders for emergency situations only. When away from RG, internet connections may be found at internet cafes, hotels, etc. in populated areas (i.e. Kampala, Gulu, Masindi).

Transportation and Fuel: Presently the cost of fuel is almost \$7 USD/gallon. This forms most of the reason that in-country travel is so expensive. RG vans may be rented for \$100 USD/day, plus fuel, plus driver. This must be arranged in advance of arrival at RG, as the vans are not always operational.

Gifts, Compensation & Gratuities: Compensation paid to service providers in Uganda is important. It is the responsibility of the team to make all compensation payment arrangements. The gifting, compensation and gratuity expectations are as follows:

In country – not at Restoration Gateway--Tipping is not expected, but is encouraged.

In Country – at Restoration Gateway

- Tipping is not encouraged (RG pays all personnel for services rendered for a team while on-campus.) Even tipping for your hotel, transportation to RG, etc. is not recommended, as this is already included in the costs.
- Do not give money or exchange property with any RG worker.
- Any donation to be made is to go through RG, which endeavors to see that all workers received an equal share of monies.

Your inclination will be to give your things away, but please respect these regulations, as doing otherwise has proved detrimental to work done on RG. RG workers are asked that they not request money and/or any gift from guests or residents of RG. We ask that any guest or resident of RG help enforce this rule by building Ugandan brothers and sisters up in Christ.....not fostering a “welfare” or “beggar” mentality. Any desire to give something to someone at RG should first be discussed with RG leadership. This has been a point of great conflict and a fostering of the entitlement mentality.

Safety Issues: RG is a safe and secure place in Uganda, and is pleased to note that the head of government security for our region oversees RG security. In addition, RG is covered for crisis situations by Ft. Sherman Academy crisis insurance. All teams will be required to purchase and watch a Ft. Sherman video about security, and each team member will have insurance cards which they card with them during the trip.

However, as with any new experience, common sense about your security is required. Some general ideas regarding team safety issues are as follows:

- Discuss safety issues with your team prior to departure. Be sure to discuss the need to use common sense in difficult situations so as to not put the team at risk.
- Every team member should be provided with a Contact Sheet, and a plan of what to do if separated from the team before arriving at RG.
- For information from the US Department of State regarding foreign travel, please visit <http://www.state.gov/>.

Each team member is encouraged to be security conscious. Some general ideas regarding individual security are as follows:

- Travel in groups or pairs.
- Children must be supervised 24 hours a day.
- Until you become very familiar with the area, women should always be accompanied by a male member of the team when away from the team.
- No one should wander off alone. Always let your team leader know where to find you.

In addition, RG is located in the bush of Africa and has its share of insects, spiders, snakes, and other “critters.”

Game Park Tours: Many teams have finished their time at RG by going on a tour of the Murchison Falls National Game Park, which is located very near RG. If your team is interested in this, Janice McCall can help arrange tours, transportation, and even lodging if that is desired (lodging is fairly expensive).

Items recommended to be brought with you by previous volunteers: Artificial sweetener, creamer, tuna packets, battery powered lantern, flavored drink packets, foot care, vitamins, bug spray, sunscreen, personal pillow, hand sanitizer, sweatpants, rain jacket, rain boots, granola bars, trail mix.

*Some of the wording in this handbook, and other documents provided by RG, come directly from the AMI short-term team handbook, written by Drew Steadman.

Budget

If you are going to RG for less than 4 months, then support raising (if support raising is needed) must be done through your sponsoring church or organization, not through RG. The only money that will be sent to RG is for the per diem. This should be paid in entirety before leaving for Uganda and should be sent as either one check or multiple checks sent in ONE envelope. If you are an intern going to RG for more than 4 months and raising support through RG, please refer to the Intern Additional Handbook for information about how your budget and expenses will work, along with support raising.

Application Fee	\$50, due WITH application	US dollars, before arriving
Ft. Sherman Academy crisis training video (required)	\$35 per team	US dollars, before arriving
Support Raising: photocopies of newsletter, stamps, etc.	Varies	US dollars, before arriving
Plane tickets	Varies, check with your travel agent; average \$1800-2200 round trip	US dollars, before arriving
Passport, photos	Average \$150	US dollars, before arriving
Immunizations, malaria medications, health insurance	Varies (Immunizations and malaria meds average \$300+ if you have none previously. Health insurance \$40+.)	US dollars, before arriving
Transport to and from airport; food, etc. while traveling	Varies	US dollars, before arriving
Visa	\$50 (or \$100 for six month visa)	US dollars, CASH, on arrival
Green Valley Guesthouse on arrival	\$15/person/night	US dollars or Uganda shillings
Water, snacks, lunch while traveling to RG	\$15/person	US dollars (if purchased from Green Valley) or Uganda shillings
Transportation to RG	Depends on team size and time required; see detailed info under Transport to RG section; in general \$250/day/7-passenger van and \$450/day/23-passenger van	US dollars or Uganda shillings
Per Diem	See detailed costs under Per Diem section; in general \$20/day	US dollars before arriving, paid directly to the Waco office;
Phone costs (optional)	\$5 to unlimited	Uganda shillings
Spending money	Varies, based on how long staying. May include transportation, special food items, souvenirs, etc.	Uganda shillings
Transport back to Kampala	in general \$250/day/7-passenger van and \$450/day/23-passenger van	US dollars or Uganda shillings
Green Valley Guesthouse before departure	\$15/person/night	US dollars or Uganda shillings
Shopping in Kampala----- Tour Nile/Murchison Game Park-- Vacation with overnights-----	Minimal for arranging \$110/\$120 person expensive	US dollars or Uganda shillings

