

WDA International Trip Checklist

TRIP: _____

Thank you for your desire to join WDA on an international trip. WDA is passionate about making disciples and training Christian leaders to make disciples. On this trip, you will be a part of that and will have a special part in contributing and serving toward this mission - the Great Commission!

- Receive Personal Cost of Trip & Deadline to raise/donate all funds:
 - Cost: \$ _____ + Airfare Balance Due: 10 days prior to trip start
 - Personal cost is factored by estimating:
 - In-country transportation
 - Accommodations & meals
 - All conferences, activities, and materials
 - Extra funds to subsidize international staff
 - Administrative & processing fees for organizing trip & booking flights/lodging
 - Cost does NOT include:
 - Pocket change for trip (optional)
 - Cost of required vaccinations or medical evaluations
 - Airfare

- If raising support for your trip:** Set up a Mission Travel Account & discuss finances and fundraising for the trip with WDA's Finance Manager
 - **Some expenses may need to be paid for up front and can then be reimbursed from your mission travel account. All funds that are donated to your mission travel account are owned by WDA and are expressly dedicated to the expenses of this trip. If you have remaining funds in your account after the trip is over, you can opt to help others with the cost of their trip, donate it to WDA's International Ops or general fund, or hold it in your mission travel account if you believe you will participate in another trip with WDA in the future.*

- Receive trip link to share with potential donors & prayer partners

- Receive & Complete Trip Paperwork - Submit to trips@disciplebuilding.org
 - Emergency Contact Form
 - Liability Form
 - Medical Clearance (if needed)
 - E-visa (if needed) **found on country's respective govt site*
 - *Any additional specified forms*

- Ensure passport is valid
- Schedule vaccinations (if needed) **found on country's respective gov travel site*
- Attend all trip team meetings and debriefs

Contact trips@disciplebuilding.org or your trip leader with any questions.