



Supporting Document for *Forever* Mission Team Application Form

Dear Mission Team Leader,

Thank you for your willingness to form an outreach team as part of the *Forever* Team.

Please read through this document thoroughly before completing the *Forever* Mission Team Application Form.

1. Team Leader Information

This section requires all the necessary information on the Team Leader.

Please answer all questions in this section.

<p>Medical conditions</p>	<p>Please give us a detailed summary of your health condition in 500 characters. This information will assist us when we allocate teams according to services needed.</p> <p>Please also provide details of any dietary requirements.</p>
<p>Emergency contact details</p>	<p>Please provide the person's details we should contact in case of an emergency, as well as the following information: the person's relation to you, country telephone dialling code and contact telephone number.</p>

As part of our Child Protection Policy, *Forever* and More Than Gold require all Team Leaders to have a current Criminal Records Bureau (CRB) certificate or national equivalent police check. At this point we do not require a certificate or check for all team members. All Team Leaders must be able to tick this box and prove they are in possession of such a certificate/check.

If the Team Leader could not obtain a Criminal Records Bureau Certificate or similar documentation they will need to complete the More Than Gold Waiver Form (tick the box on the application form).

2. Church or Organisation Details

Please provide us with the details of your church or organisation (including name of church or organisation, address, city, county/state/province, post code/zip code, country, contact telephone number (including country code), website address and affiliation/denomination).

We require details for the leader of your church/organisation, who can certify your competence as a Team Leader and their trust in the team as a whole. Please provide their first name, last name, position in your church/organisation, email address and contact telephone number (including country code).

If you are the leader of your church/organisation, please provide the details for another suitable individual within your church/organisation.

3. Team Details

Please provide us with information about your team. Teams can be of any size, but must have one leader per 5–15 members. For larger teams, you may need to appoint an Assistant Team Leader.

Forever and More Than Gold advises that where teams include children (those under 18 years of age) appropriate ratios of children to adults are needed.

Forever and More Than Gold will not accept team members under the age of 14 unless they are accompanied by a parent or guardian or under recognised supervision (such as King's Kids). It is the responsibility of the Team Leader to gain all relevant permissions.

At this stage we require the number of Team Leaders (including you) and the expected number of team members (excluding Team Leaders). You need to be as accurate as possible as you will be invoiced according to your estimate (see section '5. Payment' below). You can always add extra team members later when they are confirmed.

We do NOT need your team members' names, passport numbers details and emergency contact details at the moment, but will need them closer to the time.

As we start to allocate your team to a local partner, you can help us by indicating the kind of ministries that will best suit your team's skills and interests. You can select as many areas as you like.

If you select "Creative/performing arts", we do need more specific information and we therefore ask you to also complete "Appendix A: Arts" at the end of the application form.

If you select "Sports outreach", we do need more specific information and we therefore ask you to also complete "Appendix B: Sports outreach" at the end of the application form.

If your team(s) speaks other languages than English, please indicate this in the "Language skills" block. Please name the language(s), mention the number of team members who speak the language, and the level of fluency (fluent, conversational, etc).

The **Forever** outreach is targeting the Olympic hosting cities (Cardiff, Coventry, Glasgow, London, Manchester, Newcastle and Weymouth and Isle of Portland). Please only select one of these on the form, or indicate "No preference".

If you would prefer to do outreach in a non-Olympic hosting city, please type the name of the city in the appropriate box. We will endeavour to match you with a suitable outreach in that city, but if that proves too difficult, we reserve the right to match you to an outreach in one of the Olympic hosting cities.

If you are already working with a partner church/organisation in the UK for the 2012 Games, please provide us with the name of the partner church/organisation, contact name, contact telephone number and contact email address.

4. Accommodation & Travel

This section is for your team's accommodation information and arrival and departure details.

Accommodation

Owing to the fact that most churches in the UK do not have bathroom facilities, More Than Gold has pre-booked accommodation for Service and Mission Team members at a number of conference and camp facilities, which include the following:

- *The Royal Foundation of St. Katharine Conference Centre*: located in Central London and 15 minutes by tube to the Olympic Park.
- *Highbury Centre*: located in central London and 20 minutes by tube to Olympic Park.
- *High Leigh Conference Centre*: located 28 minutes by train from Central London and 32 minutes by train from the Olympic Park.
- *The Salvation Army College for Officer Training*: located in Central London and 25 minutes by tube from the Olympic Park.
- *YWAM Harpenden Centre*: located 30 minutes by train from Central London and 45 minutes from the Olympic Park.
- *YWAM King's Lodge (Coventry) Centre*: specifically for those teams applying through **Forever** to do outreach in Coventry, the centre is located 30 minutes by road and train from Coventry.
- *All Nations Christian College*: located 40 minutes by train from Central London (on the same line than High Leigh Conference centre).
- All Arts Teams (except Arts teams applying through **Forever**) will be hosted at the *Sunbury Court Training Facility*: 45 minutes from Central London.
- All Catholic Teams will be hosted at the *Joshua Camp*: located in Brentwood, 20 minutes to Stratford Station for Central London and the Olympic Park.

There are three accommodation options for Mission Teams, though we recommend that teams coming through **Forever** and YWAM apply for the Silver or Bronze YWAM options. (All prices are in £GBP (pound sterling in the UK) or US\$). For those paying in US\$ the price may fluctuate owing to exchange rates. However, the price quoted on your invoice will be the price you pay (the price will be set according to the exchange rate at time of invoicing).

The three accommodation options are:

❖ **Gold Accommodation:**

The Gold Accommodation is three-star accommodation, with individual rooms and private (en-suite) bathrooms. The price includes breakfast, packed lunch, all linen and Internet access.

The Gold Accommodation options include:

- High Leigh Conference Centre @ £67.00 per person per night (inc tax @ 20%).
- Highbury Centre @ £75.00 per person per night (inc tax @ 20%).
- St Katherine's Conference Centre @ £75.00 per person per night (inc tax @ 20%).
- Salvation Army Facility (All Salvation Army teams only – price is to be confirmed).
- The Annex and Main House of Sunbury Court Salvation Army Training Facility @ £28.00 per person per night (Arts teams only).

❖ **Silver Accommodation:**

The Silver Accommodation option is two- or three-star accommodation with individual rooms and shared bathroom facilities. The price includes breakfast, packed lunch, all linen and Internet access.

The Silver Accommodation options include:

- High Leigh Conference Centre @ £52.00 per person per night (inc tax @ 20%).
- Highbury Centre @ £65.00 per person per night (inc tax @ 20%).
- YWAM Harpenden Centre @ £25.00 per person per night (inc tax @ 20%). Up to four people might share a room at the YWAM centre.
- All Nations Christian College @ £35.00 per person per night.
- The Blue Peter Lodge at Sunbury Court Salvation Army Training Facility @ £21.00 per person per night (Arts teams only).

Please visit <http://www.morethangold.org.uk/outreach/mission-and-service-teams/mission-teams-accommodation.html> for more detailed information on Gold and Silver accommodation options.

❖ **Bronze Accommodation:** Cost £5.00–£10.00 (US\$8.00–US\$16.00) **per person, per night.**

The Bronze accommodation option is mostly dormitory-style set-up in a hall, school or camping facility. You will have access to a shared bathroom and will need to provide your own bedding and towels. The cost includes breakfast and a packed lunch.

The Bronze Accommodation options include:

- Indoor Camping Facility (floor space) at High Leigh Conference Centre @ £25.00 per person per night (inc tax @ 20%).
- Camp City at YWAM Harpenden Centre @ £10.00 per person per night (inc tax @ 20%).
- Camp City at YWAM King's Lodge Centre (Coventry) @ £10.00 per person per night (inc tax @ 20%). This accommodation is specifically for teams that will be based in Coventry for their outreach.
- Indoor Camping Facility (floor space) at All Nations Christian College @ £20.00 per person per night.
- Indoor Camping Facility (floor space) at Sunbury Court Salvation Army Training Facility @ £16.00 per person per night (Arts teams only).
- Joshua Camp City (Catholics only – price is to be confirmed).
- Youth For Christ (YFC) will organise YFC team accommodation @ £10.00 per person per night.
- Fusion UK will organise Fusion accommodation (prices to be confirmed).

Arranging your own accommodation?

Teams are welcome to arrange their own accommodation. Please provide us with the address of where you are staying. However, we will only be able to provide visa letters once we have received all your accommodation details.

Please note: accommodation in the UK does not tend to have air-conditioning systems installed.

Travel

We are running our 2012 outreach in three blocks (with the exception of the Catholic block). Each block begins with a one-and-a-half-day orientation programme and ends with a celebration event. Teams can attend one or more blocks. The blocks are:

- ❖ Block 1: 24 July–3 August 2012 (for all accommodation except Catholic and YWAM centre accommodation – see below)
- ❖ Block 2: 3–13 August 2012
- ❖ Block 3: 28 August–10 September 2012 (Paralympics)

Please note:

- ❖ YWAM starts the first block one day later: 25 July–3 August 2012.
- ❖ The Catholic block will run from 1–13 August 2012 only.

Please tick the block(s) your team would like to come for.

When should my team arrive in the UK?

We ask teams to arrive in the morning of the first day of their chosen block. We will start with the orientation programme late afternoon/evening and will continue on the second day of the block. Teams will depart to their outreach programmes on the third day.

When should my team depart?

We request teams to depart from their accommodation venue on the morning of the last day of their chosen block.

If your team is planning to arrive in the UK or depart from the UK outside the block dates, please provide us with:

- ❖ Arrival date
- ❖ Arrival airport or station
- ❖ Departure date
- ❖ Departure airport or station
- ❖ Inbound and outbound carrier

This will mean additional administration and accommodation costs to your team.

Transport within the country

We are still in discussions with the London authorities about public transport costs during the Games, so we recommend team members to budget for a maximum of £100 per person per week for transport costs depending on where you will be staying and working (underground and outside London zones). This does not include travelling to and from the airport. We will keep you up-to-date on this matter.

Visas

Visa laws can change during a major event. However, all non-UK and non-EU citizens will require visas. You cannot work with *Forever* or More Than Gold in 2012 on a tourist visa. Please visit <http://www.ukvisas.gov.uk/en/> for the latest visa requirements.

If you tick that some or all of your team will be arriving from outside the EU, and you require visas, we will supply you with an invitation letter. More Than Gold will hand over invitation letters only once all registration fees has been paid and the team accommodation venue is known to us.

Other travel information:

- ❖ **Travel insurance:** Each team is responsible for their own travel insurance. More Than Gold and *Forever* will not be responsible for any personal equipment or property that is damaged, stolen or mislaid.
- ❖ **Extra equipment:** Teams and artists travelling with extra equipment will be responsible for all travel arrangements and costs: insurance, shipping, handling and import or export considerations if coming from overseas.
- ❖ **Team information:** Please ensure that you have all necessary information about your team members with you on the outreach. This should include emergency contact details, photocopies of passports and travel insurance details.

5. Payment

Fees

The registration fees are per Team Leader/team member (you will be invoiced according to the number of Team Leaders and expected number of team members entered in section '3. Team Details').

There are three categories of registration fee:

- ❖ Category 1: standard registration fee of £75.00 GBP (US\$120.00) **per Team Leader/team member.**
- ❖ Category 2: concessional fee, for those from the developing world, of £25.00 GBP (US\$40.00) **per Team Leader/team member.**
- ❖ Category 3: we are offering the opportunity for you to sponsor a concessional place at a cost of £125.00 GBP (US\$200.00) **per Team Leader/team member.** By sponsoring a concessional place, you will help other teams that might struggle to raise all their funds. Your sponsorship will go into a bursary. The fee of £125.00 GBP includes the standard registration fee of £75.00 **per Team Leader/team member** GBP plus £50.00 sponsorship towards a concessional place.

All registration fees are non-refundable. Each team member will receive a backpack, T-shirt, lanyard with identification card, a starter set of resources, training materials, induction and administration support during the mission trip. The registration fee also includes venue allocation for artists and team placements for service and mission teams.

On receipt of your application form, you will receive a personalised invoice. This invoice will be calculated as follows for each of the accommodation types.

Payment for Gold and Silver accommodation options:

Step 1: To be paid immediately upon application.

You will be invoiced for:

- a) All registration fees for Team Leaders and team members.
- b) 25% of your team accommodation costs according to the choice of accommodation you have made.

Step 2: To be paid by 1 June 2012

You will be invoiced for:

- a) Remaining 50% of your team accommodation costs according to the choice of accommodation you have made.

Gold and Silver accommodation is very limited: therefore we would encourage all teams who require Gold and Silver accommodation to register as soon as possible. An additional £25.00 will be added to the registration fee after 1 January 2012 for Silver and Gold accommodation.

Payment for Bronze accommodation options:**Step 1: To be paid immediately upon application.**

You will be invoiced for:

- a) 50% of the registration fees for your Team Leaders and team members.

Step 2: To be paid by 1 May 2012

You will be invoiced for:

- a) Remaining 50% of the registration fees for your Team Leaders and team members.
- b) 25% of your team accommodation costs according to your choice of accommodation yo.

Step 3: To be paid by 1 July 2012

You will be invoiced for:

- a) Remaining 75% of your team accommodation costs according to the choice of accommodation you have made.

More Than Gold and *Forever* will not guarantee accommodation for late registrations. An additional £25.00 will be added to the registration fee of Bronze accommodation after 1 May 2012.

Payment for those who are arranging their own accommodation:

For those who are arranging their own accommodation, payment will work as follows:

Step 1: To be paid as soon as possible after your registration.

You will be invoiced for:

- a) All the registration fees for your Team Leaders and team members.

For late registrations (after 1 May 2012), an additional £25 will be added to the registration fee.

How to pay:

All prices mentioned are in £GBP pound sterling. You will have the options of either paying in £GBP pound sterling into the More Than Gold bank account in London or in US\$ through the More Than Gold

office in the USA. Please indicate your method of payment on the form and you will receive an invoice for payment with instructions form More Than Gold.

For those paying in US\$, please note that the price may fluctuate owing to the exchange rate upon time of invoice.

Please return your completed application form to
info@forever2012.com

Resources

We urge teams not to bring their own literature for the outreach but to purchase resources recommended by More Than Gold and that are culturally sensitive and relevant. These resources can be viewed in the Web Shop on the More Than Gold website (<http://www.morethangold.org.uk>). The resources can be delivered to your accommodation venue so that you do not need to travel with it. There will be a resource order form for mission teams closer to the time since it will be more cost-effective for teams to order resources through the Mission Teams department. It is recommended that you order samples of the resources prior to making your order.

General

Your application will mean you will automatically receive the More Than Gold Mission Team e-News and updates from the *Forever* team, giving you the latest information and prayer points in the build-up to the Games.

If you have any questions regarding the *Forever* Missions Team Application Form, please contact Jeremy@forever2012.com

The logo for 'Forever' is written in a stylized, orange, cursive font.

a partner in

The logo for 'More Than Gold' features a stylized flame icon above the text 'MORE THAN GOLD' in a bold, sans-serif font.

and a ministry of

The logo for 'Youth With A Mission' (YWAM) features the text 'Youth With A Mission' above 'ywam' in a blue, stylized font, with 'England & Wales' below it.

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Forever is a ministry of YWAM England and Wales. Registered Charity No 264078.