



CROSS MISSIONS

URBAN REBUILD

Hello CROSS Missions Leaders,

We look forward to having you here! The forms in this packet are also on our website, <http://cross.myersparkpres.org>, along with other background information.

This packet includes

Items to help you plan your trip:

- Covenant for CROSS Mission Trips
- Packing List
- Facilities description and photos
- Descriptions of Mission Sites
- Reservation and Cancellation Policy

Items to return 30 days prior to the trip:

- Final number of participants in the **Group Roster**

Items in to CROSS two weeks prior to the trip

- Remainder of funds for trip participants – we will send you an invoice after receiving your final number of participants and a detailed schedule for the week-end.
- Security deposit of \$100

Items to have upon arrival: Groups must use CROSS forms to participate in the CROSS program

- Completed **CROSS Medical/Liability** (also acknowledges Covenant for CROSS groups) for each participant (youth & adult).
- Any extra payment for last minute additions to group.

If you find errors in the packet or have questions please notify me as soon as possible.

Thank You!

Erika Funk
CROSS Missions Director
704-927-1282



Covenant for CROSS Mission Trips

For Adult and Youth Participants

- I know that I am loved and appreciated as a child of God. Therefore, I will make an effort to get to know and treat others as children of God during the mission trip.
- I understand that I represent not only my home church and the CROSS program at Myers Park Presbyterian Church, but the love of Jesus Christ in the world. Therefore, I will conduct myself in a manner which shows Christ's love and grace at ministry sites I visit, at Myers Park Presbyterian Church where I will be sleeping/eating/recreating and at various places my group visits during the time spent in Charlotte, NC. If inappropriate behavior occurs at ministry sites the individuals may be asked to be dismissed from the program.
- I will not use language that is not appropriate for church and will degrade or embarrass others.
- I will not be alone during the week, whether I am at a site or in a CROSS building I will stay with others. This is a safety and security issue.
- I will not give money or identification information such as address or phone numbers to anyone I meet at ministry sites. We are there to provide our time and talents, not our treasures.
- I will dress appropriately, meaning I will dress in clothing that is not too revealing, unkempt or tight. I am portraying an image of God to others and I do not want my appearance to detract from my witness.
- I understand that the use of and/or possession of alcoholic beverages, and any illegal medications (those you cannot buy over the counter at a drug store and/or those that have not been prescribed by a doctor for you) will not be tolerated under any circumstances. I understand if these substances are found in my possession, emergency contacts will be notified and I will be dismissed from the CROSS program.

I understand that violation of any part of this covenant will result in appropriate actions which may involve calling emergency contacts or in extreme cases being dismissed from the CROSS program. It is not meant to be a contract, but rather a commitment to an experience in which God will be at work in your life and in the life of others.

(By signing the bottom of the medical form you agree to abide by this covenant.)

Myers Park Presbyterian Church CROSS Mission Program

Medical and Liability Release Form

Youth and Adult CROSS participants please fill out the following section:

Note to Participants: This form (1) waives Myers Park Presbyterian Church from all liabilities from damage, injury, illness, death to CROSS participants (2) gives the CROSS staff and your group leader's authorization to secure medical aid for your youth should it be necessary.

I/We the undersigned parent(s) or guardian(s) of (**youth participant**) _____ or the adult participant (**adult participant**) _____ hereby acknowledge that participants will be participating in the CROSS Mission experience or related activities and will be using facilities at the mission team participants' own risk. I/We on our own behalf, hereby release, discharge and indemnify Myers Park Presbyterian Church, its directors, officers, employees, agents and all volunteer personnel from all liabilities, claims and causes of actions or action of any type whatsoever arising out of or in any way connected with my participation in the activities of CROSS Mission, including but not limited to liabilities of damage, injury, illness and death to the mission participants or their property during their participation in or travel to or from any CROSS Mission experience or related event. I/We agree to pay any and all expenses incurred by group participant for damage, injury, illness, accident, and death.

I/We the undersigned hereby authorize any hospital, clinic, physician, doctor, nurse, or technician to furnish my youth, named above, any medical care and treatment necessary as a result of injuries sustained, or other emergency medical care and treatment as the circumstances require, while at the church, while being transported from and back to the church, and while at the place of destination. I/We the undersigned further authorize a representative of Myers Park Presbyterian Church or _____ (your church name) to retain or acquire said medical care and treatment in behalf of the undersigned as if personally done by me/us.

This ____ day of _____ (Month), _____ (Year).

Emergency Contact: _____ Relation: _____

Home Address: _____

Phone Number: HOME (_____) Work Number of Contact stated above (_____)

Participant Name: _____

Insurance Information: _____

Group Number: _____

Physician: _____ Phone #: _____ (_____)

Please circle if you have been or being treated for any of the following:

Diabetes Elevated Cholesterol Asthma Other: _____

High Blood Pressure Back Pain Heart Disease

Epilepsy Muscular Problems Arthritis Date of last tetanus shot: _____

Please list all medications that you are currently taking: _____

ALLERGIES: _____

By signing below, indicates I have filled out the above information correctly and will abide by the GROUP COVENANT accompanying this form. I also permit the taking and use of photographs, audio, and video of my children/myself at Myers Park Presbyterian Church to be used in church publications and materials only. I relinquish any right to examine and approve the completed materials prior to publication and release Myers Park Presbyterian from any liability.

Signed, CROSS participant (adult and youth) _____

Parent(s)/Guardians(s) of youth under 18 only _____

CROSS Missions Packing Checklist

Dress will always be casual - shorts/jeans and T-shirts being standard. Work clothes will be subject to wear and tear.

What to Bring

- Bible
- Personal medicine
- Sleeping bag OR Blanket and twin fitted sheet
- Pillow
- One set of outside work gloves

Mattresses are provided, see picture below. IF you would like to bring an air mattress, that will be fine.



Twin Mattresses are provided that are 6" thick.
(1 per person)

Clothes to bring

- Jeans/Shorts - ***For ministry sites, no sophee shorts, and a minimum of 4" inseam. Please bring one pair of pants/jeans/capris to ensure that you have appropriate clothing available for ministry sites in the case of rain or cool weather.***
- Shirts – ***For ministry sites, shirts with sleeves, no tanks. If shirts are too revealing, you will be asked to change. (no underwear or bellies showing).***
- Undergarments
- Sweater/Jacket
- Shoes and Socks - ***For ministry sites, no sandals, flops or crocs for sites, only sturdy tennis shoes & socks.***

As noted above, our ministry partners have specific clothing requirements. Leaders will determine appropriate clothing standards for the group's attire during free time.

Sleeping and Showering

- Clothes suitable for coed area
- Soap, shampoo, toothbrush, toothpaste, etc
- Towel(s)
- Other necessities

Optional Items

- Frisbee, games, cards, reading material, etc.
- Sandals (cannot be worn at worksites)
- Spending money (for Sat. night)
- Sunglasses

DO NOT BRING!

- Alcohol or non-prescription drugs
- Electronic or computer games
- Fire crackers
- Irreplaceable clothes/jewelry/electronics
- Lots of \$\$

Myers Park Presbyterian Church's Facilities for CROSS Missions



Outreach Center:
1073 Providence Road,
Charlotte NC 28207
Available for CROSS groups at designated times



Outreach Center Game Room:
Available for CROSS groups at designated times



Outreach Center Gym:
Available for CROSS groups at designated times.



Cornerstone
House where CROSS spring break groups stay



Cornerstone Typical Bedroom
For CROSS Mission Spring Break Groups



Cornerstone Typical Bedroom
Used for breakfast preparations and for meals for week-end groups

CROSS Missions Urban Plunge Ministry Sites

Please note that we are always in the process of developing relationships with other ministry partners and so your group may have the opportunity to serve at ministry sites not listed below nor is this an exhaustive list of our partners.

Asbury Care Center Asbury Care Center is a licensed skilled nursing facility and continues to offer the best possible nursing care for people who need the kindness and compassion of professional healthcare staff in an active and engaging home environment. CROSS groups lead an activity and craft for the residents. www.aldersgateccrc.com

Charlotte Family Housing The only family shelter in Charlotte where men, women and children can all stay together. CROSS groups help with maintenance to the facility/grounds such as lawn mowing, shampooing carpets, etc. www.charlotteemergencyhousing.com

Crisis Assistance Ministry A wide reaching ministry that provides rent assistance, medical aid and referrals, free furniture and clothing. CROSS groups help with sorting, folding and hanging clothes for the store that is free for Crisis' clients. www.crisisassistance.org

Cuthbertson Village at Aldersgate Cuthbertson Village offers assisted living services for individuals who are experiencing the challenges that come with a diagnosis of a dementia illness such as Alzheimer's disease. CROSS groups lead an activity or craft and visit with the residents. Some groups read stories as well. www.aldersgateccrc.com

Habitat Restore The Habitat ReStore was opened in 1996 as a fundraising division of Habitat for Humanity Charlotte, supporting the mission to develop a community with people in need by building and renovating homes. All of the merchandise is donated by individuals and corporations and then sold to the public. The profits are used to build Habitat homes. CROSS groups help to organize store. www.charlotterestore.org

Haven at Highland Creek The Havens is an assisted living facility for Alzheimer's and dementia clients. CROSS groups read to individuals, Bible share, sing or play musical instruments (if gifted in this area) clean wheelchairs, wash windows, craft project, etc. <http://havenhighlandcreek.com>

Hope Haven Inc. Hope Haven, a foundation of recovery, provides life skills for chemically dependent adults and families within a supportive residential environment leading to independence. CROSS groups will maintain the community garden as well as other property needs. Make sure everyone brings a set of work gloves for this day. www.hopehaveninc.org

Loaves and Fishes A local food warehouse that collects, sorts, and stores food supplies for 15 local pantries. The pantries provide a full week of food for families in need. CROSS groups sort food into bins. www.loavesandfishes.org

Love Inc. Love INC exists to mobilize area churches to reach out to a hurting and needy world in the Name and Love of Christ. There are many individuals living with severe needs in the Charlotte-Mecklenburg community that no social service agency is able to serve. Service work general consists of cleaning and/or yard work on the home of an elderly or disabled individual. www.loveinc-charlotte.org

The Men's Shelter of Charlotte The Uptown Shelter provides safe shelter, meets basic needs, and provides access to transitional services for homeless men in the greater Charlotte area. Our goal is to help homeless men return to self-sufficiency. CROSS groups will prepare and serve an afternoon dessert and then play board games and cards in the dining hall to those interested. Groups will also help in the clothing closet as needed. www.mensshelterofcharlotte.org

Second Harvest Food Bank A regional food bank affiliated with a nationwide program. Serves 16 counties out of its facility. CROSS groups sort salvaged food from grocery stores and other donations. www.secondharvestcharlotte.org
Must be 14 years old and older

The Samaritan House Samaritan House provides recuperative care to the homeless when they are discharged from the hospital. We provide an alternative "haven" when the other choices are to turn these individuals back to the streets, woods or to the highway underpass. CROSS groups will provide assistance to residents by doing yardwork, cleaning the house, and participating in a discussion with one of residents of their journey to the house and how it helps them. www.thesamaritanhouse.org

Urban Ministry Center The main function is as a soup kitchen that is open for lunch only 365 days a year. The day shelter also provides showers, laundry, mail, phone, message board, counseling, job advice, art and literacy program, support groups, NA meetings. CROSS groups participate in a tour of the facility and participate in a panel made up of two homeless individuals which is set up to educate youth and adults on homelessness. www.urbanministrycenter.org

Myers Park Presbyterian Youth/Adult Ratios (if applicable)

When recruiting adults for the CROSS Missions trip, be aware of the following:

1. Must have 1 adult per 6 youth.
2. Must have at least 2 adults in attendance (even if you only have 6 youth).
3. Must have 1 adult of each gender if you have both boys and girls in attendance.
4. Youth who have not completed 5th grade that attend the trip, must have a parent or an adult come making a 1:1 ratio.
5. If there is a married couple or a couple that is related, they count as 1 adult on the trip. (According to our child policy, since married couples cannot testify against one another in court).
6. There must be two adults sleeping in the same room as youth. If that cannot be done, adults will sleep in a separate room from youth.

CROSS MISSIONS RESERVATION AND CANCELLATION POLICY

OVERVIEW OF CROSS MISSION PROGRAM:

CROSS Missions offers summer mission trips, fall/winter/spring break trips and weekend trips in the fall/winter/spring. Adults, college students, youth as young as sixth grade, and elementary children with their parents are all welcome. The cost of a CROSS Mission weekend trip is \$85.00 (2014) or \$75 (2013) per person (Friday night through Sunday after church) and \$75.00 per person per week for spring & fall break trips (if no service coordinated). The Summer Week fee is for \$235 (2014) per person for Sunday evening through Friday morning. If a group decides to stay Friday night, an additional fee of \$25 per person is added. Fees include trip coordination, housing, ministry site fees, and food for all meals. (except meals groups choose to eat at restaurants) Mattresses are provided and groups prepare their own breakfast and lunch meals. Dinner meals will be provided by MPPC's chef. (Groceries are bought by CROSS staff). Shower and recreation facilities are available.

REGISTRATION PROCESS:

CROSS fills up six to twelve months ahead, so please plan accordingly! To register your group for a CROSS trip, please call or email first to find out if the dates you want are available. This will hold your spot tentatively. Fill out the Group Registration Form and send it in with a \$50/person fee for Summer and Spring or Fall Breaks and \$25/person fee for CROSS Weekends of your estimated total. We realize you may not know the exact number of people in your group, but a good estimate is helpful for planning your schedule. The number can be adjusted as your trip draws closer. Once we receive your deposit, your dates will be reserved.

Outline of required dates:

- All: Registration Fee- \$50/person or \$25/person books your reservation. Check reservation deadlines on Web Calendar.
- All: Your final number is due 30 days before you trip. This is the minimum number of people, you will pay for, even if the number goes down.
- All: Your final payment along with a \$100 security deposit is due in our office, 2 weeks before your trip. We must receive payment before you arrive. If your final number increases, you will be responsible for paying for all participants. Bring an additional check with you to pay for additional people.

All payments are non-refundable. 2nd and Final Payments are due on or before date indicated on invoice. If late a \$100 late fee is applicable.

CANCELLATION POLICY

If your group must cancel, the payments paid prior to cancellation will not be refunded. The deposit that is held for a trip is only good for that particular date. If you must reschedule your trip, a new deposit is required.

Please be aware that we put a great deal of time and effort into planning each trip. Holding a spot for your group means that we will not receive revenue from groups who could not come at that time because your group was scheduled.

SECURITY DEPOSIT

Please include with your final payment a separate check for \$100.00 to serve as a security deposit during your trip. Money will be deducted from the security deposit if the following occurs: keys and maps are lost, damage to facilities or equipment, late payments.

GROUP ROSTER AND TRANSPORTATION INFORMATION

Group Roster may be emailed or faxed 704-334-0352 ATTN: CROSS Missions (use multiple sheets if necessary)

The completed roster is needed 30 days prior to the group's arrival stating your final numbers, along with participant's names, ages, gender, and dietary needs. Final Payment is due 2 weeks from the trip using the number committed below.

CROSS Missions Group: _____ **FINAL NUMBERS:** _____

Adult Information

Name	M/F	Age
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

Youth/Adult Ratios

- Must have 1 adult per 6 youth.
- Must have at least 2 adults in attendance (even if you only have 6 youth).
- Must have 1 adult of each gender if you have both boys and girls in attendance.
- Youth who have not completed 5th grade that attend the trip, must have a parent or an adult come making a 1:1 ratio.
- If there is a married couple or a couple that is related, they count as 1 adult on the trip. (According to our child policy, since married couples cannot testify against one another in court).
- There must be two adults sleeping in the same room as youth. If that cannot be done, adults will sleep in a separate room from youth.

Youth Information

Name	M/F	Age	Completed Grade
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			
16.			
17.			
18.			
19.			

Please explain any special dietary needs for the group and or/individuals:

TRANSPORTATION INFORMATION: TYPE OF VEHICLES AND NUMBER OF PASSENGERS IN EACH

Employee and Volunteer Release Form for Outside Groups Using MPPC Facilities

This application form is to be completed by all leaders (adults and youth over the age of 18) of groups not associated with Myers Park Presbyterian Church but who are using the facilities of this congregation.

All leaders of non-MPPC sponsored groups and events using MPPC facilities, which have direct supervision of children and youth, are expected to adhere to the standards of MPPC's Child and Youth Protection policy. The outside group leaders must review the Overview and sign this Outside Group Leaders Release Form to acknowledge their review of it and to confirm their agreement to follow the policy. An overview of the policy is at <http://www.myersparkpres.org/downloads/ChildYouthProtectionPolicyCROSSMissions.pdf>.

Myers Park Presbyterian Church will not perform background checks, personal and professional references, employment records, and civil and criminal record reviews for groups not affiliated with MPPC. Leaders of outside groups are invited to attend MPPC's frequently scheduled training classes and are expected to conduct their own due diligence in this regard. Check the website for scheduled classes. MPPC encourages all groups to perform their own due diligence regarding their leaders' character and fitness for working with children or youth.

Information regarding the Outside Group:

Group Name: _____

Address: _____

Staff Contact: _____ Phone Number: _____

By their signatures, the undersigned leaders acknowledge that they have reviewed the Child and Youth Protection Policy of Myers Park Presbyterian Church and agree to adhere to it.

Applicant's Name (printed) _____

Applicant's Signature _____ Date _____

Applicant's Name (printed) _____

Applicant's Signature _____ Date _____

Applicant's Name (printed) _____

Applicant's Signature _____ Date _____

Applicant's Name (printed) _____

Applicant's Signature _____ Date _____

Applicant's Name (printed) _____

Applicant's Signature _____ Date _____

Applicant's Name (printed) _____

Applicant's Signature _____ Date _____