

Greetings and WELCOME dear partner,

GCCLA is blessed with your decision to start a partnership with us to start working on sending mission teams to help to expand God's Kingdom in our Spanish speaking countries.

Our mission as a movement is to plan, develop and multiply churches in the Latin American world. Our vision is a growing church in every major city of Latin America.

To know more about GCLA and its movement of churches visit our website **igcla.com**.

Working together as a team, makes our mission and vision to be accomplished. Working alongside with our partners in Christ where God's takes all the glory on every little detail that it will be done through each one of the missionaries that join the mission trip.

It will be my pleasure and honor to start working with you in planning a mission trip with you.

Regarding the process, GCLA coordinates and does all the US and in-country logistics, so you, as the team leader may concentrate in recruiting, training, and leading the team. The scope of US and in-country logistics include:

Airline reservations

Setting up trip online for team members to apply for the trip

Email you online team members' applications and final team's profile

Emergency medical and evacuation insurance

Processing of donor contributions providing your team members raise money for the trip through GCLA

Getting the schedule of the activities for the week

Coordinating with the local church leadership the logistics - transportation, meals, lodging, costs, other logistics.

To start working on the process I kindly ask you to confirm the dates for the trip. The estimated number of participants going (to get the airfare options), which airport will be the most convenient to leave from your city. (remember, airfare high season is spring break and summer, so we need to get airfares options, soon).

The number of participants joining the mission team will let us know which will be the airfare to get the options. We get at least 2 to 3 airline options. If is a minimum of 10 and more, will be a group airfare, and if is less than 10 will be individual airfare.

The advantage of getting group airfares vs. individual airfares is that with group airfares we have the time to recruit more people while we have deadlines to pay for the deposit and then final payment. While on the second option, individual airfares once we book them we will have to purchase the tickets 24 hours after we book the tickets.

Once we have the airfare options, and you choose the best option that will work for your team, I will immediately email the estimated cost with the following information:

- Cost for group and breakdown of the cost. * (see estimated below)
- deadlines for payments (airline tickets, remain funds) which are
- website to apply online for the group to register on the trip.
- information of how to mail the funds to GCLA, together with the form attached to that document
- **cancellation policies** (is in igcla.com missions option “resources” button)
- **A missionary guide** (is in igcla.com missions option “resources” button)

We need to have at least 90 days to get group airfare (10 minimum) and have deadlines for \$100/participant.

The individual airfare that can go from \$600 to \$1000, all depends of the season the group will fly.

The rough estimated cost below is per person for a minimum of 10 missionaries per trip. Less than 10 the cost increases a little bit (10 to 15% more per missionary).

***Cost Breakdown**

group of 10 for 8 days (7 nights)

| | |
|-----------------------|-------------------------------|
| Airfare | \$900.00 |
| In-country logistic | \$650.00 |
| Medical Insurance | \$19.00 |
| Liability/Admin./GCLA | |
| contingency funds | \$160.00 |
| Total | \$1,729.00/participant |

If you are thinking on doing any additional activity with the CDI kids, like a piñata party the night before the team leaves from the city, these funds are not included in the cost of the trips, we call it: **extra funds, project money**. These funds can be added to the total cost of the group, where will be raised through every one of you or it can be added it to the individual cost per missionary.

i.e. project money \$1000 split on the 10 participants will be \$100 additional to their individual cost. The total cost will always be the same is just the form to charge these funds that may vary :).

Please, feel free to contact me at any time for additional or questions you may have. (my contact is below).

Gloria Perez

Mission Liaison & Gift Processing Adm.

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