

# Global Outreach Trip Planner

To process for you and for others, including your team, it will be helpful (and is require that you complete a Trip Proposal. Please work with the Global Missions Department to provide insight and help in thinking through these items.

**Purpose** What is the primary purpose of your trip? What need will you be meeting on the mission field?

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**Goals** What are the goals for this trip? In detail, how will you accomplish your primary purpose?

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**Dates** Provide the dates for the mission. If possible, provide alternative dates as well. What is the date on which the team must be selected?

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**Location** Where is this Global Outreach team going to minister?

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**Host Group** Who is inviting you, and/or hosting you at this location?

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**Desired Participants** Who will be the participants in this mission? Will the team be only open to certain people or groups (men, women, youth, etc.) or will it be open to all of Ada Bible Church or attendees from other churches?

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**Estimated Costs and Funding**

Visas	_____
Airfare	_____
Train Fare	_____
Bus Fare	_____
Vehicle Rental	_____
Fuel	_____
Other Travel	_____
Bibles/Books	_____
Lodging	_____
Meals	_____
Rentals	_____
Tools	_____
Materials	_____
Water	_____
Printing	_____
Postage	_____
Crafts	_____
Drama	_____
Music	_____
Promotion	_____
T-Shirts	_____
Travel Insurance	_____
Excess Baggage	_____
Tips	_____
Gift to Missions Work	_____
Retreat Expenses	_____
Visas	_____
Other	_____

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TOTAL \_\_\_\_\_ TOTAL Per Person \_\_\_\_\_

**Signed** \_\_\_\_\_ **Date** \_\_