



Trip Information Packet
Zambia
Family trip
July 25th– August 3rd, 2023





Welcome to Courts for Kids. Most likely, this is your first trip with our organization and we are confident that this trip will impact you in ways you cannot even imagine. We work closely with our in-country partner to make sure your basic needs are met, so we can all focus on the task at hand, creating a multi-purpose sports court with the initiative, help and support of the community.

A sports court is a great project because it requires the help of many community members, provides plenty of work for everyone, and becomes an asset that provides not only safe places for children to play, but also various other benefits. The hard work of our team will be a great bridge between us and the community and we will develop a mutual respect that will help provide inroads into a rich cross-cultural experience and first-hand insight into a developing world community.

We are looking for great cultural ambassadors, so please only sign up for this trip if you are willing to step outside of your comfort zone. You will need to work hard, you will be eating different foods, sleeping and bathing in less comfortable environments. But, as they say, if you want to live like you're in America, why leave?

Most importantly, we ask that you enter into this with a great sense of humility. We want you to be eager to learn and grow in this process as we are entering into a different culture with different values and norms. We want you be quick to listen and slow to speak.

We will not be giving you a detailed itinerary as things are very prone to change with this sort of construction project. But your time will be spent working on the court, taking part in various cultural activities and, most importantly, connecting with the locals.

Please look through this informational packet and feel free to contact us with any questions you may have.

If you choose to go, I can almost guarantee you will look back on this trip as a life-changing experience. You will grow so much in a week it will make you wish you could stay longer. In fact, you will probably say this was the best week of your year.

Hope you can come!

Derek Nesland
President
Courts for Kids

Community Information

Pemba is a rural community in southeast Zambia which has a population of 127,604 where most of the land is undeveloped. Most of the people rely on farming and other skilled related works (welding and carpentry) to earn their living. Pemba it is a newly created district which is developing slowly hence has few clinics to cater for larger population who walk long distances to access health care. Pemba has no bank or other formal services, as people travel to Monze or Choma town for those.

We will build the multi-use athletic court at Pemba Primary School, which has a population of 1,753 students from ECE (Early Childhood Education) to grade 12. Pemba Primary School is a central place for most of the activities for the children as there is no other place for them to hang out. The local community gathers



most of the days at Pemba Primary School when they are having football and netball tournaments as this is the only recreational space in the community. The only sporting activity in the community are netball and football, however, children also like to play traditional games such as Isolo and Chiyato and are eager to teach our group. The court will not only benefit students at Pemba Primary School but the greater community at large such as churches and other institutions. It will be used for tournaments, training recreation, other physical activities, and an alternative for older youth who have no recreation and therefore engage in unhealthy activities (the community lack of recreation options leads to underage drinking at local bars and high teenage pregnancy rates). The court we will help them build will be used for basketball, volleyball and tennis. It will act has a stage for community meetings and grouping such as community agriculture

meetings, health sensitization, school presentations, and aerobics.

Our group will meet up together on July 26th and make our way to Pemba

on the 27th. Selene, Courts for Kids Co-founder, has been working closely with the community to plan all aspects of your visit. The court will also be built at the school and will be used by the entire community. Many times it will be a place where the community will gather to dance and hold celebrations and ceremonies. We will work side-by-side with the locals and although it will be challenging there are jobs for everyone of every physical capacity. During the whole trip we will be fully immersed in the local culture eating authentic food, learning local traditions, customs, and way of life. It is important to note that this court will be built *with* the community not *for* the community. The community members are very motivated to make their court a reality and from the beginning, they have been the driving factor planning this project to see it come to fruition.

*More specific lodging, packing, and trip logistics will be provided as the departure date gets closer.

**Please note, the destination community is subject to change at the discretion of Courts for Kids in order to best meet the needs and safety of the volunteer group as well as the needs of the host community.



Trip Safety

Courts for Kids makes your safety our number one priority. Being in a safe, tight knit community with strong awareness and ownership of the project will provide local people who will be personally invested in the safety of the team. Courts for Kids also has safety protocols in place that include, but are not limited to:

- A **Courts for Kids representative will lead the group** while in the destination country.
- We always contract **private transportation** to pick up and return the group to the in-country airport.
- We have a **strict behavior and conduct policy** for all trip participants which promotes the safety and security of the group. All participants are required to attend a **mandatory training**.
- We have **secure transportation** available to medical facilities in the case of any injuries.
- We will have a **first aid kit** with the group at all times.
- We only drink **clean, potable water**.
- We work with community cooks to adhere to our **Safe Cooking Practices**.
- We monitor the **US State Department** travel warnings and make travel adjustments as deemed necessary.
- **Insurance coverage** for all trip participants that includes evacuation with a medical escort in a worst case situation. Policy details can be provided upon request.
- A **Child Protection Policy** which includes background checks for all adults traveling in a group where minors are present.
- Courts for Kids may conduct a **behavioral background check** through a student's school and reserves the right to refuse a participant based on the information we receive.

Safety is a team effort and every trip participant is responsible for their behavior, must use common sense while traveling, and comply with Courts for Kids representatives and trip leaders at all times.

Funding Responsibilities

Everyone in your group will contribute to the total project costs.
Each participant will be required to fundraise/donate this amount:

\$1,600 (including Victoria Falls and one day safari in Botswana)

100% of all donations are fully tax deductible

All funds raised are applied to court construction costs and the following group expenses:

- In-country costs (food, water, lodging, and transportation)
- Emergency medical insurance
- Special activities– visiting Victoria Falls, one of the 7th wonders of the world and a one day safari in Botswana
- Court construction costs (in addition to your giving, the host community also contributes making this court a reality).



Does not include: passport, immunizations, travel to and from Zambia, food or incidental costs on layovers and delays, spending money for souvenirs, or entrance VISA of \$50 per person for Zambia.

**All donations are non-refundable (unless the entire project is canceled by Courts for Kids). If you raise/donate more than the above amount, you can choose to apply the excess to passport or immunization costs (must submit receipts), the court construction costs, sports equipment, toward the balance of another trip participant or towards Courts for Kids in general. You will not be eligible for any other refunds or reimbursements due to IRS regulations.*

Trip Checklist

1. **Registration:** Send an email to selene@courtsforkids.org to get registration link to sign up.
2. **Passport:** Make sure you have a passport that will not expire before [February 3rd, 2024](#) If you need a passport, go to the nearest post office for assistance. **In order to avoid the headache and stress, make sure you get your passport on time, do it ASAP.**
3. **Fundraising deadlines:**
 - Deposit of \$300 now
 - 1st amount of \$500 by April 1st, 2023
 - Remaining balance by June 15th, 2023

** All donations are non-refundable. If the project is canceled by Courts for Kids, donations less unrecoverable costs will be refunded.*
3. **Vaccinations:** The recommended vaccinations for travel to Zambia according to the Center for Disease Control are the following (**keep in mind these are recommended, not required. Check with your local doctor and make the decision best for you**):
 - a. Routine (DPT, MMR, Polio), yearly flu shot, Hepatitis A and B, COVID 19 vaccine— recommended for all travelers
 - b. Typhoid and Malaria—recommended by most travelers
 - c. Cholera and rabies—some travelers (NOTE if you are spending 12 or more hours in a country with risk of Yellow Fever transmission prior to entering Zambia you must come with proof of YF vaccination).
4. Attend **mandatory** Courts for Kids pre-trip training, dates to be announced.

Travel Logistics

You must arrange your own travel to/from Zambia.

Please arrive in Lusaka, Zambia, on or before July 25th. We will all meet up together at a hotel in Lusaka on July 25th and will make our way to the community of Pemba on July 26th together.

For departure- you are free to do your own traveling or return back to the states after August 3rd.

Courts for Kids is including a trip to one of the seventh natural wonders of the world – the breathtaking Victoria Falls! This is how we will conclude our trip. Therefore for those of you wanting to do further traveling you will be closer to the Livingstone airport at that time and can arrange for traveling from that airport.

Fundraising Help

Online Appeal

• **Personal Fundraising Page:** Upon registration, you will receive a personal fundraising page and an email with instructions on how to customize it. Come up with a list of friends and family members to send it to. Once somebody donates, it will show up immediately in your registration page.

•Facebook/Instagram Fundraisers:

- Anyone can create a fundraiser on Facebook or Instagram, including your family members; however, fundraisers must follow the rules outlined below. When fundraisers are created correctly, Courts for Kids will directly receive the funds you raise and we will credit 100% of the donations towards your trip fundraising responsibilities.

Support Letters

Rules for Fundraising on Facebook and Instagram

Fundraiser 'titles' (on Facebook) and the text of 'donation stickers' (on Instagram) **MUST include the trip participant's first and last name or donations received through this fundraiser will NOT be able to be credited to your trip costs.**

Examples:

- ACCEPTABLE:** *'John Smith's summer Xavier HS trip to Nicaragua fundraiser'* - Created by John Grandmother
- NOT ACCEPTABLE:** *'Fundraiser for my summer Xavier trip to Nicaragua'* - created by John Smith

Fundraisers must be created for Courts for Kids, not for yourself. When creating a fundraiser, choose Courts for Kids under the 'Nonprofit' section, do not choose the option to raise money for 'Yourself' or 'For a Friend.'

- Come up with a list of friends and family members who might support you on this trip. Don't rule people out too quickly. You will be very surprised at who will support you. Get their addresses.
- Type up a support letter for people to make a tax-deductible donation on your behalf (use the sample on the next page for an idea).
- Send the letter, pledge card and a return-addressed envelope (to your house) to everyone on your list.
IMPORTANT- Get this letter out ASAP to make sure you get your support raised in time.
- Make sure people give you checks made out to Courts for Kids. When you receive a check, make sure and send them a thank you card. Next send the check **and the response card** to Courts for Kids.

Other ideas

- If applicable, see if your home church, service club, or other organization will sponsor you.
- Do a game night, movie night, adult prom, Zumba-thon, Bunco party or another fun event and sell tickets.
- Solicit donations you can sell in a garage sale, silent auction, online auction, or raffle.
- Make a craft, shirt, or food item that you can sell.
- Some companies have donation matching programs and will match donations employees make to nonprofits such as Courts for Kids. You can check if a company has a donation matching program here:
<http://www.matchinggifts.com/search/rit>
- Be creative, go online— there are many fundraising ideas out there!

(IT IS BEST TO REWRITE THIS LETTER ADDING YOUR OWN WORDS TO GIVE IT A PERSONAL TOUCH. USE THE FOLLOWING AS A GUIDE)

Today's Date

Dear *(personalize it by adding their name here),*

I am excited to share with you about an upcoming service project in *{insert country}* this upcoming *{month of trip}* through Courts for Kids. I need to raise *{amount needed to raise}* in order to participate so I am asking friends and family members to consider helping out with a tax-deductible contribution.

We will travel to *{insert country}* and make our way to *{insert a couple sentences of community information from the site details page of the packet}*. This community applied to Courts for Kids for assistance in building a multi-use athletic court, which is where I come in. I want to help make this vision a reality for the community but need some help. I am raising money not only for travel costs but also for construction materials, as well.

Our primary project will be to build this court, but we will also take part in other service and cultural learning activities as well. Our primary purpose for going is to serve the local community, but also to grow and learn as we get out of our comfort zone. We will be staying in relatively primitive conditions within the community and will be eating the local food the entire time. This is definitely not a touristy trip, but I am excited for the change I am sure will happen in my life and the impact we can have.

{If you have the space, enter a personal story of why this trip is significant for you}

Would you consider supporting me as well as the local community in this project? I need to raise *{amount needed to raise}* for this trip to be possible. If you are interested, please make a check out to **Courts for Kids** and return it in the enclosed envelope. Could you please return this envelope as soon as possible in order to make sure I hand everything in with enough time to spare? Your donation is **tax-deductible** and **100%** of what you give will go directly to this trip.

Sincerely,

{Your signature and name}

- o Yes, I would like to support _____ on the Zambia project in the amount of:
- _____ \$500
 - _____ \$200
 - _____ \$100
 - _____ \$50
 - _____ \$25
 - _____ other amount

o Please write your email to the right if you want your donation receipt e-mailed to you to help us save costs and resources.

Please make your **tax-deductible** contribution out to **Courts for Kids**, and return using the return-addressed envelope as soon as possible.

Name _____
 Address _____

 City _____ State _____
 Zip Code _____
 Phone Number _____
 Email _____



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Questions?

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