

# Table Of Contents

2	A Letter From The Founder
5	Planning Your Experience
7	Getting Ready for Kenya
10	Preparing For Your Trip
15	Commonly-forgotten Items for a Trip to Kenya
15	Packing List for Kenya
18	Code Of Conduct
19	Trip Acceptance & Information Form
20	Trip Acceptance & Information Form (cont.)



We are Kutoa Project. We believe that no matter who you are or what your story is, you are valued, loved, and deserving of healing.

WE SUPPORT THOSE WHO HAVE BEEN AFFECTED BY TRAUMA TO EXPERIENCE HEALING THROUGH HOPEFUL, PURPOSEFUL, AND FAITH-FILLED SERVICES.

Our approach has been, and continues to be, that restoration and healing comes from a place of safety. It should not be taken lightly, but rather supported, nurtured, and tailored to each person. We seek to acknowledge the pain and trauma, and create a community of caregivers and counselors who will walk alongside each individual and remind them they are seen and heard and their life has purpose.

Above all, we believe in our savior Jesus Christ. At the core of it all, our faith that He cares for us keeps us strong. This faith assures us that the journey we're on will bring us to a place of healing. We love what we do, and love that we get to share it with you, our extended family.

We look forward to having you with us!

Shaé Brown

**Executive Director & Founder** 



Since 2015, our goals have been to create a community of caregivers, counselors, and organizations equipped to safely deliver trauma-informed care for those facing challenging circumstances. We help individuals navigate the road to hope and healing - and walk alongside them on the journey toward purpose.

Our Mission: We support those who have been affected by trauma and those who serve them to experience healing through hopeful, purposeful, and faith-filled services.

Our Vision: We foster opportunities for hope, healing, and restoration.

## Our Purpose

*We provide* one-on-one and group counseling for children and young adults 5-25 years old, Healing Groups, Training on trauma-informed care, discipleship programs, and crisis care programs.

We equip the community and organizations to be trauma-informed through training and education programs.

We connect people with opportunities to grow closer to God, regain a sense of safety, and learn coping skills they need to lead healthy lives in their community. Organizational Motto: The road to restoration begins in a safe space.

# Planning Your Experience

Join us on a journey through Kenya to experience the impact Kutoa Project has on local communities' lives. You will spend time with Kutoa Project staff and our local partners.

### Trip highlights may include:

- 1. Support and Serve our partners [cultural exposure and immersion]
- 2. Put on VBS and other activities for children and youth
- 3. Home & Partner Organization Visits
- 4. Support Kutoa Project Events happening during your time in Kenya
- 5. Opportunities for safaris, open markets, and the diversity and beauty that defines Africa.
- 6. Visiting Kutoa Project's Office and Team Engagement

**Estimated Trip Cost**: \$1800 to \$2750 [not including airfare]

# What's Included...

**Accommodations** Safari Trip Transport All Meals & Refreshments Administrative Costs

## What's Not

Airfare [ranges from \$750 to \$2,000] Souvenir Money Additional Snacks/Food **VISA** 

"Our trip opened our eyes. It was amazing to see the work Kutoa Project is doing to initiate healing and restoration for so many in Kenya and beyond."

— Bobbi Scholl ~ Trip Experience 2019 & Board Member

#### Day 1: Depart the USA

You will have a full travel day of about 23-28 hours. Stay hydrated and enjoy the movies on the plane! Sometimes you may get a layover in another country that you can explore briefly!

You will arrive early/late evening at JKIA and collect your luggage. We will be there to help navigate the transfer to your accommodations.

### Day 2: Getting Started

You will have breakfast with members of our team. The first day's goal is to get you settled and introduce you to Kenya! We will share the outline for the week and what to expect now that you are here!

We will take a trip to a local shopping center so that you can exchange money, purchase any forgotten items, and have a late lunch/early dinner. The location for the meal will be a local eatery in the Nairobi CBD.

If we are doing okay as a group, we may visit a local organization to say Hello!

#### Day 3: We Hit The Road

You will start to get acclimated around this time. We will hit the road to an area in Kenya outside of Nairobi to introduce you to the country's beauty.

We will schedule an opportunity to visit one of the many partners we serve throughout the country. It will allow you to meet and learn from the communities and how we serve them. From there, we will embark on an adventure!

We will head to one of the fantastic national parks for a Safari. We will spend the night and I full day exploring the vast wilderness and wildlife from local guides.

#### Day 4: Safari

Another early start! We will head out to see the sunrise and experience a morning game drive as we head back to Nairobi after lunch. The drive will take us back through the beauty of rural Kenya.

#### Day 5 & 6: Community Enrichment Project

You will take part in a Kutoa Project-led program. We will look to partner you with one of our staff members during a community program.

This will allow you to connect with our team and those we serve and develop a deeper understanding of their impact. We will work with your group to identify a program that will bring a deeper meaning to your trip as a group and to those we serve.

We will have dinner as a team on both nights. Location and times will vary based on the flow of the day.

#### Day 7: Team Debrief & Dinner

This will be the final full day with our team in Kenya as we wrap up the community enrichment program. We will be wrapping up any events we have had and preparing to share how the week has gone as a group.

We will head out that evening for a meal at a local restaurant (or stay in for a CHOMA -aka BBQ) and reflect on the week in Kenya. That night, we will provide time to pack and prepare for your travel back to the states.

#### Day 8: Final Day/Depart Kenya

We typically leave this day open in the morning and early afternoon to do one final cultural experience. We have the opportunity to go to Nairobi National Park [A favorite!], Giraffe Center, Artisan Shops and have one last meal together.

That evening we will pack the vans and prepare to take you to JKIA for your departure. We will depart 4-5 hours before your flight due to the large group and the time it takes to check in for the flight back to the USA.

#### Day 9: Arrive Back In The USA

\*Scheduled & Events vary for each trip due to the time of year, the number of travelers, and the types of events a potential team would like to include/exclude.

Sample Trip Experience Schedule

# Getting Ready for Kenya

#### TRAVEL, TICKETS & ACCOMMODATIONS

Our preferred travel method for Kutoa Project is to have you all book your own airline tickets and travel together as a team. If someone from Kutoa Project can come with you, they will, but if not, we will meet you in Kenya. Whether we travel together or you travel independently, we will have someone waiting to take you to your hotel when you land in Kenya. Our team will arrange accommodations, ground transportation, meals, and all other details in advance of your arrival in Kenya.

Airline Preferences: KLM, Delta, Air France, Emirates

**Trip Confirmation QR Code**: <a href="https://ears.health.go.ke/airline\_registration">https://ears.health.go.ke/airline\_registration</a> [This is required at Jomo Kenyatta International Airport (JKIA) and before departure from the USA)

#### **PASSPORTS**

If you have never traveled outside the United States and don't have a passport, we recommend visiting the U.S. Department of State's website: http://travel.state.gov/passport.

Getting a passport is relatively easy, but you'll want to give yourself at least <u>six weeks</u> to avoid costly expedited fees. <u>If you already have a passport, make sure it is not set to expire within six</u> months of our return date and has at least four blank visa pages remaining.

If you need more pages, getting new ones is easy, but again, you'll want to give yourself at least six weeks to avoid expediting fees.

#### VISA

Kenyan Visas are applied for and received before you leave the states. You will need to apply for your Visa online 6 weeks before the trip to ensure that everyone is cleared and ready to travel. Having your passport information up to date is critical to getting your Visa approved.

We will need a scanned copy of your passport's main identification page to process your Visa.

Apply For A Visa: You need to go to: https://evisa.go.ke/single-entry-visa.html and create an account. We will help you if the info you need to put in there when the time comes. Cost: USD 54

**MEDICAL** 

For first-time travelers, staying healthy is often the most significant concern—the most important part begins at home with appropriate vaccinations and malaria preventatives.

Things to do now: Contact your doctor or a travel doctor to ensure you have all the vaccinations you need for traveling in Africa, specifically Kenya. In general, the CDC recommends the following:

Routine vaccinations: MMR, DPT (re-do tetanus if you have not had it in the past seven years), Polio Africa-specific: Hepatitis A & B, Yellow Fever (bringing proof of vaccination with you), Typhoid (optional)

**Malaria preventative**: We recommend that you get and take this medicine per what your doctor prescribes. Make sure that you have a supply of any regular medication you take.

Over-the-counter (OTC) drug suggestions are included in the packing list.

**Medical Travel Insurance**: We recommend getting medical travel insurance when on a short-term trip. This is an expense that is covered by you and not the organization, and we recommend using one of the groups below. Remember, you must do this before your departure date to be covered.

Faith Ventures: https://www.faithventures.com [Preferred Provider]

IMG Global: https://www.imglobal.com/mission-insurance

## COVID-19 Information [Last updated: 10/5/2022]

The CDC's Order requiring proof of vaccination for non-U.S. citizen nonimmigrants to travel to the United States is still in effect. For more information, see Requirement for Proof of COVID-19 Vaccination for Air Passengers.

Check the CDC website for additional information and Frequently Asked Questions.

### **Entry and Exit Requirements**

Q: Are there COVID-related entry requirements for U.S. citizens? Yes

Q: Is a negative COVID-19 test (PCR and/or serology) required for entry? Yes

All travelers above the age of 12 years arriving into the country through any point of entry will be required to show proof of either COVID-19 vaccination or a negative PCR test conducted not more than **72 hours** before departure.

\*\*\*Vaccination requirements change from time to time. Please consult the CDC/U.S. Embassy of Kenya for the most updated information. If you need additional assistance, contact us directly.\*\*\*

Travelers are strongly advised to visit a local health travel clinic 8-12 weeks before departure.

Travel Clinics are up-to-date on all necessary immunizations and health advisories for Kenya, and all travelers should review which vaccinations are required and recommended.

# Preparing For Your Trip

The country is considerably diverse, so your Kenya packing list will depend on which part of the country you intend to visit and the type of activities you will be doing. Let's dive in to the list!

### What Do People Wear In Kenya?

Women: You will want to wear long opaque skirts, capris, pants, or shorts that are knee-length or longer. Kenyans typically dress conservatively, and the local women tend to wear skirts. Please, no form-fitting or low-cut t-shirts/tops. Avoid shirts with slogans or offensive images since words can take on a different meanings in other cultures. Tank tops are okay, but please make them modest. Layers are the way to go with how the weather changes in Kenya! Start with a cardigan/sweater/jacket but have a t-shirt underneath it!

Men: You will want to wear pants/jeans or shorts that are knee-length or longer. Avoid shirts with slogans or offensive images since words can have a different meanings in other cultures. Please, no camouflage clothing. During personal time, we ask that all attire remain modest. Lightweight materials are best because they dry faster and are easier to wash. (Jeans can take days to dry.)

#### What Is The Weather Like?

One of the most critical factors you will want to consider when crafting the perfect Kenya packing list is the weather and the season at your visit. Kenya typically has a dry and rainy season. The dry season runs from mid-December to March, and the rainy season usually starts from late April through to July and early August.

## Clothing

The coastal part of the country offers fantastic pearly beaches, so make sure you pack smartcasual in case an opportunity for a romantic dinner date arises.

For safari trips, you'll need to wear loose and comfortable clothing. Remember, avoid wearing brightly-colored clothes on a safari – one reason is to camouflage with the surroundings as much as possible lest you miss a chance to spot lions. The second reason is that a safari in Africa can be pretty dusty since the Conservancies & National Parks roads are not paved.

However, your preference should guide you best for beach and other activities. As we visit our partners in Kenya, please refer to the trip **Code of Conduct** for guidance on culturally appropriate attire.

#### Luggage

We travel with carry-on luggage & one suitcase per traveler. The second suitcase is used to carry over supplies for the areas we will be visiting. Please follow your airlines weight requirements.

They are usually 50 lbs or less and carry-on 17 lbs or less. [Overweight fees are \$250+]

## Jewelry/Accessories

Please keep jewelry conservative. It is fine to wear a simple wedding band; however, it is recommended to leave the bling behind for security purposes.

#### Shirt(s) or Blouse(s)

If you're headed to the Kenyan coast, a lightweight button-up shirt/blouse is excellent whether you're strolling along the white sandy beaches or out for nightlife. Great Rift Valley and the western part of the country can get cold at night, so pack a few warm clothes and cozy nightwear.

## **Pants**

A pair or two of comfortable pants would be great for early morning excursions like morning or dusk walks. Even in the dry season, the bushes will be full of morning dew enough to make your legs wet, so there may be better options than shorts. Cargo pants, for instance, are a great alternative as they're comfortable and can be used for adventurous activities like hiking or rock climbing.

## Hiking/Walking Shoe(s)

Pack footwear best suited for your trip. If you plan to have an adventure in the mountains, be sure to get a good pair of grip boots. An informed traveler travels light, so it's vital to pack multipurpose clothing; footwear is no exception. Make sure your hiking boots serve you well if you go on walking safaris. Ideally, they should be lightweight with at least ankle support, which will be perfect for the bush since the terrain can be uneven and rocky. They should also be comfortable to avoid blisters. Make sure you wear the boots a couple of times before you travel to break them in.

#### Casual Shoes

Pack a casual pair of shoes for city strolls or night dates. Sturdy sandals are fantastic, especially if you're going to explore the charming streets of the coastal part of Kenya. Most high-end accommodations usually provide guests with room slippers, but you are **REQUIRED** to carry flipflops just in case.

#### Rain Jacket

A rain jacket will be necessary if you're visiting towards the end of the rainy season. One minute could be bright and shiny, but the next could be gloomy and rainy.

#### Hat

Kenya is blessed with a lot of sunshine, but too much of anything will make you uncomfortable. Whether going on a safari, a hiking tour or lying lazily on the beach, a hat is a must-pack item [as well as sunscreen] when visiting Kenya. You can get one here.

## Sunglasses

If you wear contact lenses and intend to go on a safari, wear some sunglasses to prevent your eyes from drying out in the heat. But if you do not wear contact lenses, you should plan on having sunglasses so you do not have to squint on those sunny days.

### Plug Adapter

Pack a plug adapter if you're traveling from anywhere else apart from the U.K.. A universal plug adaptor (TYPE G) would be great, especially if you have any layovers in destinations that use a different type of plug. Electrical items in Kenya run on 210/220v plugs. You will need an adapter (TYPE G) to plug in your accessories.

Many of the newer rechargeable cameras, laptops, etc., will operate on 110 and 220. You will only need a converter to change the voltage for anything with motors. Hair dryers are not provided in the hotels, so please plan accordingly. Internet access is limited, and we do **NOT** allow devices at mealtime. There will be time to connect online after our time together at meals.

### Portable Charger

This is one of the essential gadgets as you'll need to recharge your camera or phone if they run low on battery. Seriously, you can't afford to miss a moment in Kenya!

#### Toiletries Wet Wipes and Hand Sanitizer

Trust me, wet wipes and sanitizers are only one of the most common items in Africa, and Kenya is not any different, especially when traveling to rural areas. These items are widely available in Nairobi and other major cities, but you may need more time to run to the store. Plan to pack a few hand sanitizer bottles/ wet pipes, or both. Some parts of the country are short of running water and hand wash, so you'll need a lot of hand wipes to stay healthy.

#### Insect Repellent & Sunscreen

The coast and the western part of the country are famous for having bugs and malaria-causing mosquitos. Be sure to pack an ample amount of bug and mosquito repellent spray. If you are going on a safari, a good bug repellent should keep them away. Sunscreen is another trip essential and, obviously, a must-pack for a getaway in Kenya.

### **Passport Holder**

You'll need a passport holder that can withstand dusty and wet environments.

### A Swahili Phrasebook

This is not a necessity. Swahili is a fun language to learn, and locals appreciate any tourist that attempts to communicate in their native language. Even a simple "Hi" [Mambo] or a "Thank you"[Asanté] will earn you brownie points.

#### Medications and Vaccination

Before you travel, pay your doctor a visit so they can advise on the recommended vaccines. Most African countries require proof of Yellow Fever vaccination before entry. Check the CDC website to confirm if up to date information on whether or not you will need a yellow fever vaccination.

Anti-malaria drugs are essential, especially if traveling to the country's western or coastal parts.

\*You will find all over-the-counter medications in the larger cities, especially in the capital but not in rural areas or in the game reserves. For this reason, it's advisable to shop in major cities for prescribed or other drugs you might need.

# Commonly-forgotten Items for a Trip to Kenya

Jeans - Sandals - Heels - Headphones - Aloe Vera - Mosquito repellant - Backpack - Travel sheet - Travel pillow - Kindle/Kindle cover - Memory card - Headphones - Headphone splitter - Lightweight scarf - Vitamins/Supplements - Dramamine - Lip balm - Contact lens solution - Hairbrush/Comb - Loofah glove - Underpants/Bras - Feminine products - Toiletry bag - Headlamp - Umbrella - Journal - Small lock - Swimsuit - Swimsuit cover-up - Hats/Caps - Jacket: Women's & Men's - Luggage/Packing cubes - Razor - Immunization Records - Drivers License/Photo ID - Credit Card - Cash - Money Belt - Neck Pillow - Eye Mask - Water Bottle - Towels

These are just a few things to help make sure you are packing wisely ahead of the trip. Not all items are a necessity, some are for comfort.

# Packing List for Kenya: What Not to Bring

It's important to note that plastic bags are not allowed in Kenya.

## This includes:

Ziploc bags

Grocery bags

Garbage bags

Duty-free bags

# **Trip Liability Waiver**

### Expenses

Participant agrees to make arrangements for the additional costs of vaccinations, his/her incidental expenses, and any endeavor outside the realm of the trip. If the Participant cancels his/her travel for any reason, any costs of early return will be borne by the Participant.

We will assist you with resources to help you fundraise and build the support system you need. All donations towards your trip will be tax deductible since Kutoa Project is a 501(c)3 organization.

Q: Can I get a refund if I have to cancel for some reason? No, Kutoa Project is a registered 501(c)3 non-profit organization, so we are unable to refund donations.

### Health and Safety

Participants understand that there are certain risks involved in cross-cultural activities that could potentially cause harm to Participants. These risks may include but are not limited to, air travel, exposure to foreign infections and diseases, interaction with people who have different health standards than that which the Participant is accustomed, riding in vehicles that do not have the same safety features required in the United States, higher incidence of crime, and political acts of terrorism.

# Trip Liability Waiver (cont.)

Participant represents that he/she is in good health and physically capable of fulfilling his/her obligation under this Agreement. Participant warrants that he/she has been fully informed by a medical professional of the vaccinations necessary for safe travel in the Host Country and has received the vaccinations necessary for safe travel in the Host Country.

#### Medical Release

Should a medical emergency arise and the Participant be unable to permit it at the time, the Participant hereby authorizes any medical and/or surgical care, including diagnosis and treatment, to be given by any licensed hospital or clinic selected by the Kutoa Project Director and/or the appropriate local partner representative.

Kutoa Project will make every attempt to contact the individuals listed by Participant on the Critical Information form as soon as is reasonable. Participant assumes full responsibility for such care and for the cost of such care in the event that it is not otherwise covered by medical insurance.

### Liability

Participant understands and accepts the inherent risks of traveling in the Host Country.

Participant agrees to assume all risks and to release and hold harmless Kutoa Project as well as its directors, officers, agents, and employees from any and all claims arising from the Participant's death, personal injury, abduction, or property damage.

Check box t	o accept Kuto	oa Project's terms a	above.	Initials
	1	3		

# **Code Of Conduct**

**Be Considerate**. While on a service trip with Kutoa Project you will work with others as a team and be seen by the community as a representative of Kutoa Project. Please always be considerate of how your actions or contribution affects your team and the Kutoa Project organization.

Be Respectful. Treat all individuals with a sense of dignity, respect, and worth. Make a personal commitment to be nonjudgmental about cultural differences, living conditions, and the lifestyle of each person you encounter. Avoid profane and abusive language and disruptive behavior that is dangerous to self and others. Wear the required identification and clothing. All clothing items must be suitable for the work environment and should not contain offensive or objectionable material. If you use tobacco, please respect those around you and avoid smoking on the bus or in villages.

**Be Collaborative**. When you are unsure, ask for help. Nobody knows everything, and nobody is expected to be perfect. Asking questions avoids many problems down the road, so questions are encouraged. Those who are asked should be responsive and helpful.

Be Available. Each day of a Kutoa Project trip is carefully planned out in accordance with the activities for the day and the number of people on the trip; therefore, it is essential for the entire team that you are on time and available for team activities. Please note that even with planning, things can change, and you must be ready to adapt and be flexible.

Be Dependable. Kutoa Project trips are organized to use the knowledge and skills of each of the participants to the best of our ability. Remember your commitment and responsibility to Kutoa Project during the trip, and accept assignments with an open mind and a willingness to learn.

Be Safe. We are traveling to foreign countries, and it is imperative that you always pay attention to the instructions of the team leaders. While unsafe conditions are not anticipated, always be aware of your surroundings and take precautions to safeguard your personal items. Do not go off on your own. The Kutoa Project team members must always know where each member is. There will be time for relaxing, Shopping and enjoying the country. Finally, do not use, possess, or be under the influence of illegal drugs during the trip.

☐ Check box to accept Kutoa Project's terms above Initial
---

# Trip Acceptance & Information Form

### I understand the following:

- (A) The published trip itinerary may need to be modified daily to meet the changing circumstances.
- (B) In-country ground transportation may not be as reliable as I am used to in the U.S. The roads are uneven dirt, gravel, and rocks to poorly graded asphalt with numerous potholes & speed bumps.
- (C) Bathroom facilities can be as limited as a bush, a hole in the ground, or a concrete pad.

  There could be several days when I won't be able to take a bath or shower, and the water could be cold or minimal.
- (D) All the water I drink or brush my teeth with must be assumed to be contaminated unless it comes from a known safe source or has been filtered.
- (E) I need to take reasonable precautions to protect myself from mosquito bites by using antimalarial insect repellant, covering exposed skin, limiting my exposure to the outdoors during the evenings and at night, and sleeping under mosquito netting when provided.
- (F) I am responsible for any money and valuables I bring from the U.S. or acquired while incountry.
- (G) I may only agree with some of the decisions made by the trip leaders, but I agree to abide by their decisions unless it might compromise my safety or the safety of fellow trip members.
- (H) I will always have the opportunity to ask questions to seek reasonable explanations for the decisions.
- ☐ Check box to accept Kutoa Project's terms above. Initials

# Trip Acceptance & Information Form (cont.)

Home Address:				
Home Phone:		 Age:	Gender:	Age:
Date of Birth:	/			
Passport Number:		Passport Expiration		
Date:				
Cell Phone:				
Occupation:				
Email:				
Shirt Size:				
	COPY OF YOUR PASSPO	ORT		
*PLEASE ATTACH A COLOR		ORT		
*PLEASE ATTACH A COLOR  EMERGENCY CONTACT INF  1.) Name & Relationship:		ORT		
*PLEASE ATTACH A COLOR  EMERGENCY CONTACT INF  1.) Name & Relationship:	FORMATION:			
*PLEASE ATTACH A COLOR  EMERGENCY CONTACT INF  1.) Name & Relationship:  Email:	FORMATION:			
*PLEASE ATTACH A COLOR	FORMATION: Phone:			



WWW.KUTOAPROJECT.ORG | FOLLOW @KUTOAPROJECT