

## GENERAL INFORMATION



SOAR Ministries, Inc. ("SOAR") is a Georgia non-profit organization whose purpose is to help promote, facilitate and lead short term mission trips. SOAR's role may vary somewhat depending on the needs of your group but typically our role is to provide information and training specific to your group's trip and generally regarding missions. We do this by holding five to six training sessions usually about two hours each. While we understand that schedules may not permit attendance at every session, as a team member you should make every effort to make these sessions a priority in your schedule. When making your decision as to whether to participate on a trip please consider your schedule and obligations as related to your attendance at the training sessions. A typical session will include activities and discussions to promote spiritual growth, information regarding the country and culture of your destination, travel tips and logistics for your trip, health issues and team building activities.

Typically, SOAR works through a team leader to assist in making decisions relating to your trip. The team leader, along with input from the team members, will determine how funds should be raised for your trip. Your team may decide to do fund raisers that will benefit each team member or you may be asked to provide for or raise funds for your participation. SOAR recommends that each team member raise at least some of the needed funds by sending out letters to friends and family asking for prayer and financial support. This broadens the impact of the mission trip by allowing others to share in the experience by sending you into the mission field. Upon your return, this also gives you an opportunity to share with specific individuals what was accomplished and what God taught you through the experience. Sample letters are provided in this packet to assist you in drafting your own personal letter for fund raising purposes.

SOAR is designated tax exempt under section 501(c)(3) of the Internal Revenue Code. If you decide to send out letters to friends and family to request financial support, make sure they know that their donations may be claimed as charitable contributions for the tax year in which they make the donation. SOAR will provide a receipt letter to each donor after the end of the calendar year.

SOAR's tax exempt status also places some constraints on how funds may be used. All funds received and payable to SOAR must be used for designated trip expenses. Funds cannot be used for the personal benefit or use of a team member even if you feel the expenses are trip related. For example team members usually incur personal expenses such as cost of supplies, specific clothing needs, immunizations, etc. These expenses are the responsibility of the team member. Occasionally, team members receive donations directly from donors to assist with these personal expenses. This is perfectly acceptable but you should make sure the donor understands that donations for your personal benefit are **not** tax deductible.

Each trip and team is unique and it is difficult to anticipate all the questions that may need to be addressed. Please do not hesitate to contact us with any questions you might have regarding these issues or other concerns you may have about participating on a trip. We look forward to working with you for the Kingdom.

**S.O.A.R. MINISTRIES, INC.**