

Tanzania Travel

Group _____.

Dates _____.

12 – 18 MONTHS PRIOR TO TRAVEL

- _____ With your companion, discuss and discern the purpose of the trip, mutual hopes for the visit, logistics.
- _____ Form a planning committee, determine number of participants and criteria for selection and gather cost estimates.
- _____ Develop application forms if needed including medical forms/waivers.
- _____ Plan and develop orientation sessions.

SIX TO TWELVE MONTHS PRIOR TO TRAVEL

- _____ Recruit and select participants informing them of travel dates, costs, etc.

FIVE TO SIX MONTHS PRIOR TO TRAVEL

- _____ Select a group leader
- _____ Communicate intention of travel with proposed dates with Eastern and Coastal Diocese office (Office of the General Secretary*) &/or companion congregation
- _____ Passports—order if you don't have a passport that will be current during and 30 days beyond the dates of your travel
<http://www.uspassportnow.com/passportapplicationservices/?matchtype=b&keyword=apply%20passport%20renewal&network=o&device=c>
- _____ Travelers complete profile.
- _____ Book flights to Tanzania (travelers MUST have their names as on passports). This can be done on your own or through a travel agent.
The Skrenes' have used Laura Chapman at Holiday Travel laura@holiday-mgt.com
Either the group leader or the individual travelers can book the flights making note of any special needs of the travelers (dietary needs, comfort seats...)
- _____ Book safari
 - The Skrenes' use Thomas Ratsim at info@imborutours.co.tz
 - The Langseth use Safari Makers <http://safari-makers.com/intro.html>
 - Rene' Johnson uses Goodearth Tours <https://www.goodearthtours.com>

- _____ As soon as the international flights are booked, discuss with travel agent or your own insurance company regarding travel insurance (it is recommended to get the most complete coverage in the event you need to be medically evacuated)
- _____ All travelers to make an appointment with a **Travel Med Specialist**—Family Care Doctors in Marquette is an example
- _____ Travelers complete waiver. Send original waivers to the NGLS office keeping copies for yourself/your congregation. Inform the NGLS office to inform them of trip with dates
- _____ Communicate with ELCA missionaries in Arusha, Tanzania informing them of dates/places of travel (contact global mission at the ELCA offices to obtain this information)
- _____ As soon as the dates of travel are known and each traveler has a current passport, each is to complete and submit a VISA application (see attached). This should be completed with passport with VISA no later than two months prior to travel as some in our committee have had issues where the passports arrived the day before or the day of departure.
https://tanzania-visa-application.pdfFiller.com/?msclkid=6749a501ec06189ef5d2ff67c1466749&utm_source=bing&utm_medium=cpc&utm_campaign=Unsorted%20Foreign%20Immigration%20Forms&utm_term=tanzania%20visa%20application&utm_content=*Tanzania%20Visa%20Application%20Form
- _____ If the group is to travel to Zanzibar, check with the travel agent &/or check with the US State Department to inquire on any restrictions or cautions for Americans to travel there
If no restrictions/cautions, travel to Zanzibar can be booked via the Tanzanian travel agent who is booking the safari or work with the Diocese office to coordinate. You can go by boat or air. Note that the sea can get very rough on the return trip
- _____ Each traveler to receive the documents:
“Preparing For Your EXCELLENT ADVENTURE in East Africa” from the ELCA/revised by Bishop Emeritus and Luanne Skrenes. This document should be first revised to suit the travel time of the group (i.e., expected weather)

And Finlandia University Service and Learning Preparation Seminars

- _____ Each traveler to purchase and read, “Africans and Americans: Embracing Cultural Differences” by Joseph Mbele
- _____ Schedule orientation sessions

ONE TO THREE MONTHS PRIOR TO TRAVEL

- _____ Agree on final itinerary with your companion/Eastern and Coastal Diocese
- _____ Send the contact list to the Eastern and Coastal Diocese office * to confirm accuracy
Once this is confirmed distribute it to the travelers. They are to leave a copy at home for their family along with an itinerary, keeping one copy for themselves.
- _____ Continue with orientation sessions
- _____ Obtain a list of hosts if able so the travelers can bring along appropriate host gifts.
Encourage the Eastern and Coastal Diocese contact that the NGLS travelers should be placed in homes in groups of no less than 2 per home, especially if the NGLS travelers are female. Inform the Eastern and Coastal Diocese contact person of any allergies or special needs of the travelers

ONE MONTH AFTER TRAVEL

- _____ Hold a post-trip debriefing
- _____ Write thank you notes to hosts
- _____ Encourage travelers to share their experience with congregations &/or NGLS Companion Synod Committee

*Mr. Robert Charles --rochalyimo@yahoo.com

Copy to the General Secretary-Mr. Godfrey L. Nkini ruwael@yahoo.com

Or gensec@elctecd.org

HINTS FOR THE GROUP LEADER

- _____ Develop a matrix to track fellow traveler’s completion of tasks (Immunizations, passport, visa....)
- _____ Create deposit slips to track traveler’s payments for the trip if needed
- _____ Leader should have a binder with copies of health insurance cards, passport, traveler profile,
- _____ Create a calendar (see attached) with departure dates/times, locations.... Send it to the contact person in Tanzania so all are in agreement of the travel plans. Also, leave this with families at home along with contact list
- _____ If there is equipment or supplies accompanying travelers ask the bishops on both sides (Eastern and Coastal Diocese and NGLS) to write letters to accompany. Keep the bishop’s phone number at hand in the event the Tanzanian Customs insists that a tax be paid to get the equipment into the country.

_____Traveling to/from the safari there are several choices—air or ground. Ground transport will take an entire day. If you book a flight there are choices—
The Northern Great Lakes Synod have used both Precision Air and FastJet for in country air travel. Fast Jet has been used three times in 2016-2017. One of the three had no problem. With two of the three, flights were cancelled and rescheduled for the next day requiring an extra day in Arusha and one less day in the Eastern and Coastal Diocese.

_____Traveling to Zanzibar, should that be on your schedule, can be done by air or boat. If you travel by boat, know that the seas can get rough. Work with our people in the diocese to book a reputable boat company.

Timeline and Hints by Luanne Skrenes, 2018