THANK YOU for your interest in the Sheil Catholic Center Domestic Service-Immersion Trips! These trips are a great opportunity to put your faith into action by serving underprivileged people in our country. It is also a chance to learn about another culture, to grow in your personal faith journey, to understand and integrate the principles of Catholic Social Teaching, and to share what you have learned with the Sheil and Northwestern communities.

We invite you to prayerfully consider giving part of your Winter Break to helping and learning about the people of the Navajo Nation. The Domestic Service-Immersion Trips are open to all Northwestern students.

The enclosed information packet includes important information about travel dates, application process and costs. Please read this entire packet carefully. Undergraduate students are also encouraged to share this information with their family.

A $300 deposit is required with the application (make checks payable to “Sheil Catholic Center”). If you are not selected for the trip, this deposit will be returned to you.

Applications Due, FINAL DEADLINE: Thursday October 11th at 5:00 pm

Space is limited. Applications will be processed in the order in which they are received. We encourage all interested Northwestern students to apply. However, first consideration will be given to those who have not been on a previous Sheil service trip.

“Our first task in approaching another people, another culture, another religion, is to take off our shoes, For the place we are approaching is holy. Else we may find ourselves treading on people’s dreams. More serious still, we may forget that God was here before our arrival.”  - - Max Warren
General Information: Navajo Nation
Sheil Catholic Center Domestic Service-Immersion Trip
December 15-22, 2018

WHERE ARE WE GOING?
We are going to the Navajo Nation in Tuba City, Arizona. We are collaborating with AMIZADE Global Service Learning which is a NU Buffet Institute sponsored program. https://amizade.org/site/navajo-nation/

WHAT WILL WE DO THERE?
We will learn about the cultural, spiritual and present circumstances of the Navajo Nation. We will have the opportunity to participate in a number of service opportunities relating to community needs and cultural learning. Amizade has strong relationships with organizations that work on youth education, cultural learning, tribal government and leadership, and social support organizations. We will visit cultural museums and historic sites such as the Grand Canyon.

WHEN ARE WE GOING?
The trip is scheduled for Saturday, December 15 through Saturday, December 22. Students must be willing to commit to the entire length of the trip.

Below is a tentative schedule. Participants will receive a finalized itinerary before the actual trip.

December 15  Travel by plane from Chicago to Phoenix Arizona (leaving Sheil TBA)
            Travel by van to Tuba City (4hrs), Mass 4 p.m. Flagstaff, AZ.

December 16  All day visit to Grand Canyon

December 17  Service project in morning, visit Navajo museum, evening presentation:
            Navajo Language

December 18  Service project during the day, evening presentation: Kinaalda
            (women coming of age ceremony)

December 19  Service project in the morning, visit Coal Mine Canyon, evening presentation:
            Navajo Basketry and Moccasins

December 20  Traditional Sweat Lodge Experience – Rest and hydrate

December 21  Visit and lunch at Flea Market, visit newspaper rock and dinosaur tracks

December 22  Depart for Phoenix and fly back to Chicago (flights TBD)
HOW MUCH WILL IT COST?
Students are responsible to pay all fees incurred by their trip. Scholarships and fundraising options are available to help lower the cost of the trip.

The cost of the trip is $1,800 which includes airfare, transportation, food, and lodging. All students are automatically awarded an “educational grant” of $300 in exchange for your participation in the required trip preparation meetings. This reduces the cost per student to $1500. If you miss more than one required meeting, you lose the educational grant, and must pay the entire $1,800.

Students are responsible for any additional costs including passports, immunizations, food/drink in the airport, and spending money.

Payment in full is required before you leave. A $300.00 deposit is due with your application. If you are not selected for the trip, this deposit will be returned to you. All fundraising money and final payments are due on Monday, December 3.

FUNDRAISING
Fundraising is easier than you think, and it is actually a lot of FUN. Each member of the team is expected to participate in the individual fundraising efforts through our on-line donation system and letter writing. The money you raise will first contribute to your individual trip expenses, and any additional funds will go toward our group fundraising goal. The team has established a group fundraising goal, which pays for hiring two individuals from the Navajo Nation to be our guides and to share their wisdom and experience. Our group fundraising goal amounts to about $500 per person. All team members are expected to contribute to our group fundraising efforts – whether that is by soliciting additional donations from your individual donors, helping with setup/cleanup at our benefit dinners, flyering on campus, etc.

SCHOLARSHIP ASSISTANCE
Scholarship assistance is available (in addition to the “educational grant” that everyone receives). Please contact Tim Higgins for additional information about scholarships.

REQUIRED MEETINGS (First meeting, TBD)
Our formation meetings are an essential component of the Service-Immersion experience. This requires a significant investment of time and is crucial to the overall experience. Participants are expected to attend approximately 3 meetings prior to the trip. During this time, students get to know their fellow travelers and cover important logistical details. We also use this time to discuss issues of cultural sensitivity, learn about local history and culture, reflect on the principles of Catholic Social Teaching, and discuss various aspects of poverty and mission. All meetings are held at the Sheil Catholic Center.

All students are automatically awarded an “educational grant” in exchange for your participation in the required trip preparation meetings. If you miss more than one meeting, you lose the educational grant, and must pay the entire trip cost of $1,800.

LIVING IN SOLIDARITY WITH THE POOR
Everywhere we travel, we ask that you be very conscious of resources and conserve as much water and electricity as possible. We have access to clean drinking water at all times, and encourage you to stay hydrated for your own health and safety!

We recognize that everyone will respond differently to witnessing and living among the poor of Navajo Nation. You will sometimes be exhausted and feel overwhelmed by the poverty. You may feel helpless or guilty about different lifestyles. Other times you will feel terrific as you connect and build
friendships with the people. Also, plans may quickly change, so you need to be flexible. You may want to keep a journal, and we encourage your full participation in the evening reflection sessions. Students who spend some time in reflection each day find that it takes their experience to a whole different level. Plus it gives you something to return to when you get home.

**WHAT ELSE CAN I EXPECT?**
Here are some general expectations and guidelines for our time together:

- Be prepared to work hard, share in community service, be a contributing member of the team, seek the best for all team members, and take responsibility for the success of the experience.

- Respect the customs and culture of the Navajo Nation, learning from the differences and the similarities. Be open to learning about yourself and others, and willingly share yourself with the group through daily prayer and reflection.

- Act responsibly at all times knowing that you are an ambassador of the Sheil Catholic Center and Northwestern University.

- Finally – be willing to laugh, love others and have FUN! And be prepared to be surprised.

- Register with the NU’s office of Global Safety and Security, more information forthcoming.

**IN CASE OF AN EMERGENCY**
There are no guarantees in travel; please know that safety is our top priority.

We require all students to register with NU’s office of Global Safety and Security. This registration will assist us in the event of an emergency such as a medical emergency. We have never had a major issue but this gives us peace of mind if an accident does occur.
FUNDRAISING OPTIONS

Raising money is easier than you think! Here are some things to keep in mind.

**Personal Contribution**
We ask you to consider how much you and/or your parents are able to contribute. We realize that some may be able to give more than others. Your personal contribution is just one financial source.

**Scholarships**
Through the generosity of some friends of Sheil, a fund has been established that offers financial grants to students who wish to participate in Immersion Trips. Amounts are determined by need and the amount of money available in the fund. Grants for the 2018 trip will not exceed $500 per participant.

We ask that students truly have a need for financial assistance in order to apply. This is based on the **honor system**. Let your conscience be your guide in asking for a financial grant.

**Fundraising**
Fundraising is an opportunity for you to talk about what you’re doing (and why) with others. It is an opportunity to invite others to share in our mission through their gift of financial support, prayers, or in-kind donations. Fundraising, especially as a group, contributes to our team-building efforts. Finally, asking others to support our cause helps to solidify within each of us the desire and commitment to service.

For the Navajo Nation Trip, we invite each participant to directly ask for support from extended family, friends, classmates, and co-workers. A sample letter is included below. We also have a fundraising website where students can create a personalized fundraising page and donors can make contributions online. Students will have access to the online fundraising website once they are accepted for the trip. Other fundraising ideas are also welcome! We encourage you to work together and use your creativity.

The money you raise first makes up the balance of your trip. Any money raised above and beyond your individual trip expenses will go toward our group fundraising goal which supports our work projects and Navajo Nation programs. We encourage everyone to set a fundraising goal for themselves.

**Other Fundraising Suggestions**
Bake cookies and sell them at your dorm or at the Rock
Ice-Cream Night at Cold Stone Creamery (call them for details!)
Benefit Dinner
Talent Show or Concert at a local Coffee Shop
Coffee/Donut/Bagel Sale after Mass at Sheil
Host a “movie night” in your room
Ask your parents if their employer offers a “matching gift” program
SAMPLE SOLICITATION LETTER

Insert Date

Dear - - (insert name/greeting)

It may seem like Christmas is a long time away, but I’m already looking forward to Northwestern’s Winter Break! I will be spending the first part of winter break traveling with students from the Sheil Catholic Center to volunteer with the Navajo Nation in Tuba City, Arizona.  https://amizade.org/site/navajo-nation/

This trip is really important to me because .... <<SHARE YOUR PERSONAL REASONS FOR GOING >>

How You Can Help
The cost for the trip is $1800 per person. All of our volunteers are students, and many would not be able to make the trip without the help of our fundraising efforts. Your financial contribution is greatly appreciated! The money first goes to pay for our trip expenses. Any additional money will be given to the Navajo Nation to support their programs in Arizona.

Please make checks payable to “Sheil Catholic Center” and include my name in the memo line.

In preparation for our trip, our travelers regularly gather together as a faith community. We use our time together to educate one another about the people, culture, and economics of the Navajo Nation. We also spend time together in prayer – to share our hopes and fears, to welcome God on the journey with us, and ask God to bless the children of the Navajo Nation and their families. We invite you to pray with us as well.

Thank you for your support during this journey. Your prayers and financial contributions are greatly appreciated.

Sincerely,

<<YOUR NAME HERE>>
APPLICATION FORM
Sheil Catholic Center Service Trip to Navajo Nation
December 15 - 22, 2018

Please complete the enclosed application, along with $300 deposit, and return to:
Tim Higgins, Sheil Catholic Center, 2110 Sheridan Road, Evanston IL 60201

Your application will not be reviewed unless the necessary forms are completely filled out and your deposit is received. Please check that you submit all of the following items:
- Completed and Signed Application Form
- Release of Claim and Emergency Authorization Forms
- $300 deposit – checks payable to “Sheil Catholic Center”

Applications Due, FINAL DEADLINE: Thursday October 11th at 5:00 p.m.

Space is limited. Applications will be processed in the order in which they are received. We encourage all interested Northwestern students to apply. However, first consideration will be given to those who have not been on a previous service trip with the Sheil Catholic Center.

NAME: ________________________________________________________________
(Please print your full name as it appears on your license. This name will also be used on your plane ticket.)

ADDRESS: ____________________________________________________________
____________________________________________________________________

CELL PHONE: ______________________ DATE OF BIRTH: ________________

EMAIL: __________________________________________________________________

1. Year (circle one):
   | Freshman     Sophomore     Junior     Senior     Grad/Student
3. **Return Flight:** All flights will be booked round trip to/from Chicago O’Hare Airport, unless you indicate otherwise. Would you like to request a final destination other than Chicago? (I.e. Do you want to fly directly “home” or to another location?) Please check ONE of the following:

- Return to Chicago: ____  
- Return elsewhere (list city): ____________________________

By checking here, I understand that I am responsible for any additional costs if the airfare to my final destination is greater than round-trip airfare to/from Chicago O’Hare Airport.

**ADDITIONAL QUESTIONS:** Please provide a short response (1-2 paragraphs per questions) to the following questions. Please TYPE your responses on a separate page and attach to the application.

1. Why are you interested in a service-immersion experience at this point in your life?

2. What is your understanding of mission?

3. What do you hope to learn from this experience?

4. What strengths do you bring to the group?

5. What other expectations do you have?

*My signature below confirms that I have read the entire application packet, and I agree to the requirements set forth by the Sheil Catholic Center.*

_________________________________________  ____________________________
Signature                                      Date
Please read this form carefully.

Agreement Regarding Liability:
I agree to assume any and all risk of bodily injury, death, or property damage arising out of, or caused by my presence and participation in this service trip.

I agree to waive and relinquish all claims that I may have against Sheil Catholic Center, the Archdiocese of Chicago, Northwestern University, their officers, agents, servants, employees, drivers, and volunteers relating to Sheil Catholic Center.

I hereby fully release and discharge Sheil Catholic Center, the Archdiocese of Chicago, Northwestern University, their officers, agents, servants, employees, drivers, and volunteers relating to Sheil Catholic Center from any and all claims from injuries, including death, damage or loss, that I, my heirs and/or legal representatives may have or which may accrue to me on account of my activities.

I further agree to indemnify and hold harmless and defend Sheil Catholic Center, the Archdiocese of Chicago, Northwestern University, their officers, agents, servants, employees, drivers, and volunteers relating to Sheil Catholic Center from any and all claims resulting from injuries including death, damages and losses sustain by me, or sustained by others and caused by me, and arising out of, connected with, or in any way associated with my activities on their property. This Agreement also pertains to the individuals who help me.

Emergency Treatment Authorization & Insurance Information
I hereby authorize permission for the administration of first aid to myself by the people in charge of the program and those transporting me to and from the program as their judgment deems advisable, and to make the necessary referrals to qualified physicians for treatment of illness or accidents of a more serious nature.

I hereby authorize the treatment by a qualified and licensed doctor in the event of a medical emergency which, in the opinion of the attending physician, may endanger my life, cause disfigurement, physical impairment or undue discomfort if delayed. This authority is granted only after a reasonable effort has been made to reach the Emergency Contact listed on the opposite side of this form. I agree to provide medical insurance and pay all costs and expenses incurred in connection with such medical and dental services rendered to me.

Signature
I have carefully read and fully understand this Release of Claim and Emergency Authorization Form and I sign it of my own free will.

Participant’s Name (please print): ____________________________________________

Participant’s Signature: ____________________________________________ Date: ________________
MEDICAL INFORMATION

Participant’s Name (please print): _______________________________________________________

School Address: _____________________________________________________________________

Phone Number: ______________________________________________________________________

Date of Birth: _______________________________________________________________________

Emergency Contact Information:
Name: ___________________________________  Alternate Name: ____________________________
Phone Number: ___________________________  Phone Number: ____________________________
Email: ___________________________  Email Address: ____________________________

Name of Physician: ___________________________________________________________________

Physician Phone Number: ______________________________________________________________

Health Insurance Company: _______________________________________________________________________

Health Insurance Policy Number: ________________________________________________________

Health Insurance Phone Number: ________________________________________________________

Specific Medical Allergies: _____________________________________________________________

Dietary Restrictions: ___________________________________________________________________

Chronic Illness or Conditions: ___________________________________________________________________

Other: ______________________________________________________________________________

Participant’s Signature: ___________________________  Date: ___________________________