

STATEMENT OF UNDERSTANDING

for Host and Guest Congregations

HOST CONGREGATION:

Name:

Address:

Phone: ()

Fax: ()

E-mail:

Senior Pastor(s):

GUEST CONGREGATION:

Name(s)

Address (if different from Host)

Phone: ()

Fax: ()

E-mail:

Senior Pastor(s):

MISSION STATEMENT:

Describe the mission of the agreement to share space at the church location: Host

CONGREGATION:

GUEST CONGREGATION:

MISSION OBJECTIVES:

State the goals of the shared space agreement:

HOST CONGREGATION:

Short term:

Long term:

GUEST CONGREGATION:

Short term:

Long term:

Mission Planning:

- Are joint meetings of pastors and lay leaders planned? If no, why? If yes, describe.
- Are cooperative activities such as worship, social activities, revivals, etc. planned? If yes, describe.
- Has the district superintendent been involved in the mission planning?
- How will statistics (attendance and membership) be reported?
- Who is accountable for the financial records of the guest congregation?
- Will the guest congregation pastor be accountable to the host pastor?
- What, if any district or general church financial support is to be provided or requested?
- How long is the relationship expected to last?
- Has a liaison been appointed to monitor the progress of the relationship?

Financial agreement:

Describe any financial agreements including amount paid by guest congregation to the host congregation.

Amount to be paid by (Guest)_____ to (Host)_____.

Weekly_____ Monthly_____ Other_____.

- When and how are these terms to be reviewed?

Use of Facilities:

Worship/ Sanctuary

Day(s) Utilized:	Times When Utilized:	Congregation:
_____	_____	_____
_____	_____	_____
_____	_____	_____

Sunday School rooms

Rooms:	Times:	Congregation:
_____	_____	_____
_____	_____	_____
_____	_____	_____

Office

Day(s) Utilized:	Times When Utilized:	Congregation:
_____	_____	_____
_____	_____	_____
_____	_____	_____

Kitchen

Day(s) Utilized:	Times When Utilized:	Congregation:
_____	_____	_____
_____	_____	_____
_____	_____	_____

Gymnasium

Day(s) Utilized:	Times When Utilized:	Congregation:
_____	_____	_____
_____	_____	_____

Other

Day(s) Utilized:

Times When Utilized:

Congregation:

Proactive Steps to Increase Unity in Diversity

Strong relationships are built through communication and regularly coming together. By gathering as a corporate community of faith, opportunities for building trust and experiencing reconciliation are enhanced. Unity can be affirmed while embracing diversity.

Select a time (monthly, quarterly, and bi-annually) and an event (listed below) that all congregations may want to experience together. If desired, more than one event may be selected.

- | | |
|--|---|
| <ul style="list-style-type: none">• Sharing the Lord's Supper
D monthly D quarterly D bi-annually• Joint praise and worship service
D monthly D quarterly D bi-annually• Joint board meetings
D monthly D quarterly D bi-annually• Swapping pulpits
D monthly D quarterly D bi-annually | <ul style="list-style-type: none">• Shared meal fellowship time
D monthly D quarterly D bi-annually• Periodic review of mission statement and mission objectives with opportunities to evaluate the level of understanding between the congregations
D monthly D quarterly D bi-annually• Other _____
D monthly D quarterly D bi-annually |
|--|---|

Advertising

- What Arrangements for Advertising Have Been Agreed Upon? (signs, etc)

Activities

- Identify any Unacceptable Activities (For example: No smoking or drinking on the premises)

Insurance

- Identify Liability Insurance for Host and Guest Congregation:

Host Congregation

Guest Congregation

Supplies

Who will be responsible for supplies (bathroom, kitchen, office)?

Janitorial

Describe any agreements regarding janitorial responsibilities and general cleanup.

Other

Describe any other conditions or agreements of the "Statement of Understanding".

Signed: _____
(Host congregation)

(Guest congregation)

(2nd Guest congregation, if applicable)

Date: _____

Copies to District Superintendent