**Partnership Agreement
Faith in Action of Bloomington-Normal**

**and**

**Holy Trinity/ Historic St. Patrick Church**

This agreement between Faith in Action (FIA) and \_\_\_Holy Trinity/ Historic St. Patrick\_\_\_\_\_\_\_\_\_\_seeks to solidify the collaborative partnership between the two ministries. This agreement seeks to outline the expectations in the hope of a fruitful relationship.

**Faith in Action agrees*:***

1. **To promote the partnership between the congregationand FIA** This may include listing the congregation in promotional materials, on the FIA website, and in appropriate media announcements. FIA will make available to the congregationall such materials upon request.
2. **To accept qualified volunteer candidates from the congregation.** Volunteers will attend an orientation to familiarize them with the FIA mission, policies, and procedures. Volunteers and FIA agree that proselytizing care receivers is not be permitted while serving through Faith in Action.
3. **To train, supervise, and support volunteers.** Faith in Action will provide additional opportunities for volunteer education through informational sessions held periodically and will host an annual volunteer blessing service/appreciation event.
4. **To provide general liability insurance and additional automobile insurance to all volunteers while they perform volunteer duties under the Faith in Action name.** Volunteers must identify themselves as FIA volunteers, carrying with them a FIA volunteer name badge. When a volunteerprovides services to an older adult, both must be enrolled in FIA and services must recorded by FIA for the volunteer’s actions and services to be insured.
5. **To accept referrals for services for congregants who meet the program criteria.** Should a care receiver be accepted by Faith in Action, FIA will accept requests for services after an in-home assessment and application process are complete. Services will be offered at no charge.
6. **To inform the leadership of the congregation of changes that may affect this ministry partnership.**

Faith in Action understands the uniqueness of each congregation and accepts that the resources and needs of each congregation vary. FIA hopes that the coalition congregation will agree to as many of the items listed below as possible. Please check all that your congregation is willing to do:

1. **To promote the ministry partnership between the congregation and Faith in Action.** This may include FIA in promotional materials, bulletins, news articles, and media announcements. If the congregationdesigns any materials highlighting its partnership with FIA, the congregationwill notify Faith in Action.
2. **To assist the Faith in Action executive director of the choice of one or two congregational liaisons.** These liaisons will be the main communications link between FIA and the congregation. Liaisons may help identify potential volunteers/care receivers and will promote Faith in Action within the congregation.
3. **To assist in recruiting volunteers for Faith in Action.** The congregationwill earnestly strive to provide volunteers to serve through FIA.
4. **To occasionally provide, if able, meeting space for Faith in Action functions. Space will be provided as an in-kind donation.**
5. **To provide, if able, a clergy member or congregational leader to attend and participate in the volunteer blessing service/appreciation event held each spring.**
6. **To acknowledge Faith in Action Sunday each fall in some way within the congregation and to highlight the work of FIAvolunteers from the congregation during that weekend.**
7. **To provide endorsement letters of support for use by Faith in Action when FIA applies for grants or continued funding.**
8. **To prayerfully consider providing an annual financial contribution to Faith in Action*.***
9. **To pray for Faith in Action, its ministry, staff, and volunteers to be faithful and fruitful servants.**

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 Congregation Representative Date

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 Faith in Action Representative Date\_\_\_\_\_\_\_\_\_\_\_\_