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Parent Affiliated Church Memorandum of Understanding

Memorandum of Understanding (MOU) between a Parent Church (PC) and a Parent Affiliated Church (PAC) Leader and the Illinois District of the Assemblies of God. Use this worksheet as the MOU or a guide for creating your own.

Name of the PC: ___ Evangel Church _____

Name of PC Lead Pastor: ___ Ron Heitman _____

Working name of the PAC: ___ Freshwater Church _____

Name of the PAC Leader: ___ Trenton Laffoon _____

PAC location, City & State: ___ Evanston, IL _____

Purpose & Understanding

As the regional governing body of the Assemblies of God, the Illinois District of the Assemblies of God has a primary interest in the preservation of the ministerial and ecclesiastical relationships, and the health of the churches and ministers within the organization. This document will seek to define the relationship between the PC, PAC and the District. A signed copy will be kept in the respective church's file at the IDCAG corporate office and will serve as a guiding instrument should the need for IDCAG intervention arise. As church leadership and community needs change, this document can be updated at any time. Changes should be submitted to the IDCAG for review and record.

History & Intention of Relationship

1. Who initiated the creation of the PAC relationship?

Trenton Laffoon initiated the conversation with Ron Heitman in the fall of 2019 about launching a new church and asked Evangel to be the parent church.

2. Give a brief history of the personal relationship that precipitated the creation of the PAC:

Trenton Laffoon has worked on staff under Ron Heitman for the last 8 years as Youth Pastor, Next Gen Pastor, and Executive Pastor. Ron hired Trenton right out of college and has invested in him as a spiritual father over the last 8 years.

3. It is the basic presumption of both parties that the intended goal of this relationship is that the PAC:

- Remain a PAC in perpetuity
 Become a District or **General Council Affiliated Church**

*It is mutually understood that any PAC may request a change of affiliation to District or General Council Affiliation at its initiative and timing. Request is subject to IDCAG Presbytery approval.

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10 Benchmarks of Autonomy

1. A pastor credentialed with the Assemblies of God.
2. Have at least 100 people attending Freshwater.
3. Established teams to help maintain the ministry.
4. 30 members (champions) with the ability to maintain a 20-member base.
5. At minimum 3 deacons who have been trained by Evangel's Leadership Council.
6. Ability to pay for a facility rental, salary for pastor, insurance, monthly operational expenses, and emergency savings fund.
7. Have a secured facility lease for at minimum 1 year.
8. Legal Requirements: Registered articles of incorporation, constitution and bylaws, tax exemption, insurance, background checks.
9. Ability to give 10% of income to missions.
10. Have a clearly defined discipleship system in place that helps people take next steps with Jesus.

4. This agreement will be reviewed in 12 month(s) _____ years(s)

5. The criteria for evaluation will include, but will not be limited to:

Governance & Financial Considerations

6. It is intended that the PAC will be governed:

a. _____ By the corporate board of the PC (recommended for PACs intended to remain PACs indefinitely, or where a PAC leadership team has not yet been developed)

b. X Eventually by their own corporate board (PAC will need to incorporate with Sec. of State while in relationship with the PC.) The IDCAG will assist the PC & PAC with the incorporation process and the MOU will be revised as needed. (recommended for PACs intended to be launched as District or General Council Affiliated Church relatively quickly i.e. 18 to 24 months)

c. _____ Other Explain:

7. Deeds and titles to real property will be in the PAC name. If the answer to #6 was b, when the PAC is incorporated, deed and title will be held in the name of:

PC PAC **Once incorporated, Freshwater will hold deed and titles.**

8. The PAC will operate under the bylaws of the PC. If the answer to #6 was b, when the PAC is incorporated it will operate under the bylaws of the PAC.

9. Will the PAC have an advisory council or a person that reports to the board of the PC? If so, describe: **Initially Trenton Laffoon will represent Freshwater Church and report to the Evangel Church leadership council until an advisory council/ deacons are established.**

10. The PAC will not have any voting membership, but people may become members of the PC in accordance with PC bylaws. If the answer to #6 was b, when the PAC is incorporated it will not have voting members but will keep a member roster to advise the board in the event an advisory vote is desired.

11. The PAC WILL WILL NOT maintain a separate bank account and be solely responsible for financial obligations. The PC will not be legally responsible for PAC related: income and expenses, year-end receipting of donations, taxes, insurance and payroll (where applicable). **Freshwater will utilize IDCAG Accounting (2 years free service). IDCAG will share copies/access of monthly financials with the PC for the review of accounts and statements for appropriate guidance.**

If the answer to #6 was b, when the PAC is incorporated it WILL WILL NOT maintain a separate bank account, be legally responsible for income and expenses, year-end receipting of donations, taxes, insurance and payroll that flows through the PAC bank account.

12. The PAC will provide insurance coverage for all aspects of the PAC ministry. If the answer to #6 was b, when the PAC is incorporated the PAC Corporation will continue their own corporate insurance.

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13. The PC WILL WILL NOT financially provide for the corporation's insurance needs.

14. The offerings and receipts received at the PAC will be handled in this manner:

Offerings will be collected online through Tithe.ly and physical offerings will be collected and put into lock bag/box. Counted by a minimum of 2 unrelated people (not Lead Pastors or other pastors)

15. The manner of payment of bills and accounts of the PAC will be handled in this way:

Through Illinois District Council policy/procedure

Ministry Considerations

16. The PAC Leader will be selected by and accountable to:

Pastor Ron & the Evangel Leadership Council
Scotty Gibbons - Lead Pastor at People's Church

17. The main service preaching at the PAC will be:

Live and Online Preaching - Trenton is responsible for the sermon series planning, teaching, and development of teaching team.

18. Oversight of PAC ministries (worship, children's ministries, community outreach, etc.) will be done in the following manner:

Freshwater Church will have complete oversight over the structure and development of the ministries.

Development of Serve Teams, Team Leads, Staff Team, and Champions (membership)

19. Describe the relationship of the PC lead pastor to the membership/adherents of the PAC:

Parent Church Lead Pastor (Evangel Church) - Overseer Provides

Prayer/Accountability/Wisdom/Guidance

Responsibilities

20. The lead pastor of the PC (or other) will meet with the PAC leader for mentoring and support on a _____ weekly _____ basis. (weekly is suggested)

21. The PC makes this commitment to the care and support of the PAC leader (check all that apply):

One-Time Offering - distribute monthly

Salary

Social Security

District Council

Insurance

Retirement

Training Events

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22. The PC will provide the PAC with the following ministry and/or financial resources (check all that apply):

- | | |
|--|--|
| <input checked="" type="checkbox"/> Matching Fund Through CMN - \$40,000 max | <input type="checkbox"/> Marketing Push |
| <input type="checkbox"/> Equipment | <input type="checkbox"/> Facility Rental |
| <input type="checkbox"/> Monthly Financial Partnership for ____ years | <input type="checkbox"/> Outreach Events |

Note: 10% of every PAC tithe and offering will go to fulfill the Matching Fund responsibility to CMN.

23. The PAC is responsible for:

All other aspects of ministry not provided by Evangel Church.

24. Other considerations:

Trenton is expected to regularly participate and be involved in the Illinois District Events and Meetings. Trenton will be responsible for hiring of staff. The PC board will be a guide to setting the salary for each staff member, including Trenton (with total salaries not to exceed 35% of the total budget). Once incorporated, the PAC board will be responsible for this. The PAC will determine the annual budget and then the PC board will review and approve prior to implementation. Once PAC is incorporated, the PAC board will review and approve the budget.

Summary

- If this agreement fails, it may be revised and a new MOU will be sent to the IDCAG for the church files.
- The PC will contact the IDCAG and the IDCAG will assist the PC to incorporate the PAC.
- This agreement will be reviewed and revised in the event that the PC Lead Pastor, or PAC Leader resigns or is no longer able to lead.
- When completed in its entirety, this document is intended to be the MOU between a PAC Leader, PC and the IDCAG. If using this document as a guide, every topic outlined herein should be addressed and the PAC leader, PC and IDCAG, must sign the MOU.
- After the CMN Matching Fund is met, either the PAC or the PC has the right to end this agreement upon IDCAG approval, in which case, the PAC would be responsible to report to the Illinois District Council.

This document is not in effect until the PC has been notified in writing that it has been approved by the IDCAG.

Parent Church Board Representative

Date

Parent Affiliated Church Leader

Date

Illinois District Assemblies of God Executive

Date