

AGREEMENT IN FAITH

BETWEEN

WORD AMONG US PRODUCTIONS

AND

CHURCHES BECOMING WORD AMONG US HOSTS



The following is a Christian Covenant (Agreement in Faith) between:

Word Among Us Productions and
Host Sites for Word Among Us.

In this agreement the following terms are used:

Lutheran Church Charities = LCC
Word Among Us = WAU

WAU will provide the following for each Host Site:

1. Online registration.
2. Free Registration for the site facilitator.
3. Advertising material. WAU will supply a reasonable amount of Registration Forms, Bulletin Inserts, and Posters with site information. WAU will also supply sample community announcement ads for local papers.
4. Facilitator training on the use of the WAU internet site and basic hosting responsibilities. This will be done via telephone and printed material.
5. WAU will mail a DVD of biblical instruction to each Host Site every week for the duration of the class. Each DVD will be approximately 55-65 minutes in length.
6. Login and password for each registered and paid WAU student. These are to be used only by that student; any violation could result in the student being denied access to WAU's internet materials.
7. Internet Discussion Board for all facilitators to post questions or additional materials that they find helpful.
8. Internet access to each week's handouts and Streaming Video and Audio of the weekly DVD.
9. LCC and WAU will advertise each host site and solicit registrations through the internet.
10. LCC staff will be available to consult with each host site to help guarantee a successful and rewarding WAU class.
11. WAU will enable facilitators to send e-mails and post announcements to the members of their group. It will also provide facilitators with information about persons who wish to participate in their host site.
12. WAU does not wish to see prospective students denied access to a class because they cannot afford the registration fee. Although WAU does have some scholarship money available (because of donations from other students), financial help will be made available first and foremost to prospective students with NO church background. When a registrant asks for scholarship help, WAU will discuss the request with the applicant's facilitator prior to providing it. Should WAU not have scholarship money available, it will encourage the host church to provide the requested assistance to the applicant.
13. WAU's staff members commit themselves to pray daily for each host site.

As a Host Site for Word Among Us I agree to the following:

1. Provide an appropriate facility to host the registered students of WAU—a facility with adequate seating in an environment appropriate for adult students.
2. Provide refreshments when appropriate.
3. Abide by the WAU class code:
 - a. Any non-church persons attending the course will not be contacted to join a host church or put on any church mailing lists unless THEY initiate the contact and unless THEY ask to be contacted or to receive additional information about the host church. It is acceptable to have information about a host church available for people to pick up if they choose, as long as it is not handed out, or as long as any person is not singled out to be given that information.
 - b. Any person who is a member of another Christian Church (other than the host church) may not join the host church while attending a WAU class. WAU does not want to be seen as an organization attempting to "steal" people from their home church. (WAU seeks to build up the Body of Christ so that students

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AGREEMENT IN FAITH, CONTINUED

can more actively and meaningfully serve the parish in which they hold membership--provided it is a Christian church. After they have completed the course they are, of course, free to make whatever decision they choose regarding membership.)

4. Advertise the WAU site and class times in the host church and surrounding community, using the WAU free advertising materials. Any additional PR materials that a church develops must be approved by WAU to guarantee consistency and alignment with WAU's vision for ministry.
5. The WAU weekly class DVD's are, and will remain, the property of WAU. They must not be duplicated. After the first 10 DVDs have been viewed by a class, a WAU host/facilitator is required to return those DVDs to LCC—and to continue to return each subsequent set of 10 DVD's. **WAU reserves the right to charge the host site up to one hundred dollars (\$100.00) for any DVD that is not returned to LCC.** The WAU class Audio and Video materials will be made available on the internet (posted weekly) and then archived. Each student will have internet access to view any class missed.
6. Class handouts are for the exclusive use of registered and paid WAU students. No additional copies may be made without the written approval of WAU.
7. Provide a facilitator(s) for each class. The facilitator's responsibilities:
 - a. Must have e-mail and internet access to serve as a liaison between WAU and the class.
 - b. Ensure that all students are registered through WAU, and that any registration fees NOT processed over the internet are promptly sent to LCC.
 - c. Must keep weekly attendance records--done on the internet--and communicate with the students and WAU if changes are made in the class schedule.
 - d. Open and/or close (preferably both) each study session with prayer.
8. Facilitate discussions and questions among the students, and moderate any posted questions or discussions within their respective group. Facilitators may consult with the WAU staff for assistance.

WAU reserves the right to discontinue working in partnership with any Host Site that does not abide by this covenant. This course of action will be implemented only after due consultation with the site facilitator and pastor.

Host Site: _____

Host Site Facilitator: _____ Date: _____

Pastor of Host Site: _____ Date: _____

LCC and WAU President: _____ Date: _____

This agreement is for the duration of 12 months from the latest above signing date.