

**RELATIONSHIP STATEMENT BETWEEN
THE NORTH ALABAMA CONFERENCE OF
THE UNITED METHODIST CHURCH
AND**

I. Purpose. The purpose of this Relationship Statement (“Agreement”) is to provide a clear and consistent, mutually agreed-upon statement of the relationship between the North Alabama Conference of the United Methodist Church (the “North Alabama Conference” or the “Conference”) and _____ (the “Ministry”). This Agreement defines the ongoing relationship of the parties and supersedes any and all prior understandings and relationships, whether expressed or implied. All future relevant communications by either party shall reflect the relationship as agreed herein.

The relationship of the Ministry and the Conference is one of inter-related faith, history and heritage, but each are separate entities. Consequently, the Conference is not responsible, legally or morally, for the debts, contracts or obligations, or for any other financial commitments or responsibilities of any character, undertaken or assumed by the Ministry, or by any facility owned and/or operated by the Ministry. Similarly, the Ministry is not responsible, legally or morally, for the debts, contracts or obligations, or for any other financial commitments or responsibilities of any character, undertaken or assumed by the Conference, or by any facility owned/and/or operated by the Conference.

II. Preamble. The Annual Conference is the fundamental connectional unit of the United Methodist Church. The North Alabama Conference has a tradition, dating back to the arrival of Methodism into Alabama in 1808, and the establishment of the “Alabama Conference” of the Methodist Protestant Church in 1829. The Conference’s ministry, through various health and welfare ministries, has reached out both to the members of local churches and to the general public.

The Ministry is a _____ [describe Ministry].

III. Responsibilities of the Conference to the Ministry. The Conference shall:

(a) Permit, if and as desired, the Ministry to use the name of the North Alabama Conference in promoting its programs and ministries, provided that an appropriate acknowledgment of non-liability of the Conference for the Ministry’s financial and other obligations is included on all Ministry-related documents; and, provided further, that the Ministry first acquires approval from the General Council on Finance and Administration, in accordance with ¶2517.4.b of the 2012 *Book of Discipline of the United Methodist Church*, if the Ministry wishes to use the “Cross and Flame” symbol or the term “United Methodist” in the Ministry’s name, mission statement, publications, or promotional or marketing material.

(b) Provide the Ministry access to all communication channels of the Conference, including the Conference website, E-Voice, the business proceedings of the Annual Conference, as well as other means of further information and interpretation of the Ministry's mission and program. The channels of communication shall include an invitation to the President or Chief Executive Officer of the Ministry to attend and submit a report to the business session of the Annual Conference.

(c) Provide for potential – but not guaranteed - inclusion of the Ministry in the Conference's finances (*e.g.*, as a budgeted line item, an “advanced special” and/or as a recipient of SLJ (“Servants Like Jesus” funds).

(d) Encourage participation in peer review and self-evaluation programs which may be offered by the health and welfare ministries of the General Board of Global Ministries of the United Methodist Church.

(e) Communicate to the President or Chief Executive Officer of the Ministry any changes to the *Book of Discipline of the United Methodist Church* and/or actions of the Conference which may affect the Ministry or this Relationship Statement.

IV. Responsibilities of the Ministry to the Conference. The Ministry shall:

(a) Present to the District Superintendent of the district within the boundaries of which the Ministry is located, the documents listed as 1-9 below, all of which shall be accompanied/preceded by the following sentence:

The following information about the _____
[Ministry] is presented, because the North Alabama
Conference of the United Methodist Church has a common
missional interest with the Ministry, although the
Conference does not have any financial or legal
responsibility to or for the Ministry.

1. A current mission statement and summary of the common religious heritage shared by the Ministry with the Conference. Any changes in the mission statement from the previous year shall be highlighted;

2. A report concerning the operations of the Ministry for the preceding year;

3. Independently-prepared financial statements relating to the Ministry;

4. Notification of any changes in the Articles of Incorporation, Bylaws, or other governing documents of the Ministry;

5. Notification of any changes (if applicable) in licensure or certification status of the Ministry;

6. Documents advising of any significant changes in the program, direction or financial status of the Ministry;

7. Any plans to solicit funds from local churches within the Conference, with recognition by the Ministry that such additional solicitations are subject to all Conference policies regarding same;

8. Copies of all insurance policies maintained by the Ministry, all of which shall include liability coverage with limits of at least \$1,000,000.00 per occurrence and annual aggregate; and

9. Evidence of the Ministry's Safe Sanctuaries policy (which shall comply with all Conference guidelines for such policies), together with evidence of training, re-training and background check results for all paid and volunteer workers in the Ministry.

(b) Present annually to the Annual Conference of the North Alabama Conference, for inclusion (as appropriate) in the official Journal of the Conference, all of the above items referenced in paragraph (a) above. Such items shall be presented no fewer than sixty (60) days before the annual business session of the Conference.

(c) Post and make available to constituents of the Ministry, upon request, a copy of this Relationship Statement.

(d) In the event of dissolution of the Ministry, consider the Conference, its successors and assigns, in the transfer of any Ministry assets which must be assigned as a result of dissolution.

V. Limitations on the Scope of this Relationship.

(a) Neither the Conference nor the Ministry has or accepts any legal or financial responsibility for the operations, affairs, debts, contracts or obligations of the other. Neither the Conference nor the Ministry is the agent or servant of the other; neither shall represent that it is the agent or the servant of the other; and neither shall represent that the other is its servant or agent.

(b) Ownership and control of the assets and operations of the Ministry rest totally and solely with the Ministry.

(c) Ownership and control of the assets and operations of the Conference rest totally and solely with the Conference.

VI. Review Procedures. This Relationship Statement shall be reviewed quadrennially by the Bishop of the Conference or her/his designee and the Ministry. Revisions shall be made in time to be presented at the annual business session of the Conference.

VII. Requirements of General Council on Finance and Administration. As required by ¶2517.4e of the *Book of Discipline*, the Conference and the Ministry agree to comply with any further requirements adopted by the General Council on Finance and Administration, in consultation with the United Methodist Association of Health and Welfare Ministries.

Either party may terminate this Relationship Statement upon one (1) years' prior written notice to the other. In the absence of revision or notification of termination, this Relationship Statement shall continue in force from year to year.

IN WITNESS WHEREOF, we have set our hands and seals hereto this the _____ day of _____, 20_____.

Conference:
**North Alabama Conference
of the United Methodist Church**

Ministry:

By: _____
Resident Bishop

By: _____
Its _____

Conference Secretary

Its _____